S B D I

Saskatchewan Bid Depository Inc.

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www.sbdi.ca

2014

User's Manual

Rules, Regulations & Trade Scopes

Effective January 1, 2014

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REV. 2013

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"SUBCONTRACTOR DROP OFF ONLY"
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SBDI LLOYDMINSTER BRANCH
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1.0 RULES AND REGULATIONS

1.1 ORGANIZATION AND PURPOSE

The Bid Depository System was formally organized in 1966 in Saskatchewan. The System was first adopted in 1955 and 1956 in Canada, to provide the Construction Industry with a uniform and practical system for Subcontractors to submit their tenders to the General Contractors. In Saskatchewan there are four local Bid Depositories which operate under the management of the applicable Construction Association as well as two drop off locations.

The cost for the operation of the System, which includes administration and the printing of the envelopes, is offset by the sale of the standardized envelopes to those using the System on the various projects specifying the Bid Depository System.

The System is generally accepted by all levels of Municipal and Provincial Governments, as well as the design profession, other owners and tendering authorities.

1.2 NAME

1.2.1 The company shall be known as the “Saskatchewan Bid Depository Incorporated” (SBDI).

1.3 PLACE

1.3.1 The Saskatchewan Bid Depository Incorporated may operate a Bid Depository at each place in Saskatchewan where there is a Construction Association.

1.4 PURPOSES

1.4.1 The purposes of the Saskatchewan Bid Depository Incorporated are:

1. To establish a system to improve tendering practices in the construction industry.
2. To protect the sanctity of bidding by making provision for the reception of sealed tenders from Subcontractors and Sub-subcontractors and the delivery of firm quotations in writing to General Contractors,
3. To provide adequate time for General Contractors to compile their bids completely and accurately, on the basis of firm written quotations.
4. To provide procedures for the handling of bids which are in the best interest of Owners, Architects, Engineers and Contractors.

1.5 SASKATCHEWAN BID DEPOSITORY INCORPORATED

1.5.1 The Saskatchewan Bid Depository will be administered by a Provincial Board of Directors, made up of representatives of the Construction Associations and the Industry.

1.5.2 The Board of Directors is made up of the following representatives: Saskatoon Construction Association – two; Regina Construction Association – two, Moose Jaw Construction Association – one; Prince Albert Construction Association – one; Saskatchewan Association of Architects – one, and a Chairman elected at large.

1.6 SBDI BRANCH MANAGEMENT COMMITTEES

1.6.1 At each location where a Bid Depository exists, there is an SBDI Branch Management Committee consisting of at least three members of the local Construction Association. This Committee shall, pursuant to the SBDI User’s Manual, arbitrate all complaints and disputes.

In adjudicating disputes and complaints as provided in this paragraph the SBDI Branch Management Committee may levy any and all sanctions and awards as the SBDI User's Manual prescribes.

1.6.2 The local Construction Association may determine the rules and procedures for the appointment of members to the SBDI Branch Management Committee.

1.7 ADOPTION OF SBDI USER'S MANUAL

1.7.1 Each SBDI Branch shall operate its Bid Depository in accordance with the SBDI User's Manual – Rules, Regulations & Trade Scopes, further known as the SBDI User's Manual.

1.7.2 The SBDI Board of Directors may adopt rules and regulations from time to time, which shall apply to every SBDI Branch.

1.8 AMENDMENT OF SBDI USER'S MANUAL

1.8.1 Any amendments to the SBDI User's Manual should be supplied in writing using Appendix V.

2.0 CONDITIONS FOR USE OF BID DEPOSITORY

2.1 Where a Bid Depository of the SBDI is used for the calling of tenders for a project, it shall be used for the calling of tenders for all of the trades listed in Rule 3.2.2 that are applicable to the project.

2.2 The SBDI Branch Management Committee shall have the exclusive right to inquire into, hear, arbitrate, and levy all sanctions and awards and the action or decision of the SBDI Branch Management Committee provided in this manual and no proceedings by or before the SBDI Branch Management Committee shall be restrained by injunction, prohibition or other process or proceeding in a court or be removable by certiorari or otherwise in any court. The use of the Bid Depository subject the SBDI User's Manual is intended to create a code of tendering practice, which each user voluntarily assumes for their own benefit and at their own risk.

Application for appeal accepted only as set out in the procedures provided in the SBDI User's Manual.

2.3 Any person or corporation, who calls for tenders through the Bid Depository; or submits a bid through the Bid Depository; or accepts a bid through the Bid Depository, shall be deemed to be a user of the Bid Depository.

2.4 Each user of the Bid Depository agrees to be bound and shall be bound by the SBDI User's Manual and by the decisions of the SBDI Authority and the SBDI Board of Directors.

2.5 The use of any Bid Depository of the SBDI is at the user's risk.

2.6 The Saskatchewan Bid Depository Inc., the Local Construction Associations, the Saskatchewan Construction Association, the SBDI Branch Management Committees, or any of them, or any employee, officer, director or committee member of any of the said organizations is in no way liable or responsible to any user of the Bid Depository for any non-application or mis-application of the SBDI User's Manual.

2.7 Each SBDI Branch will supply, for a fee, to any user of the Bid Depository, a copy of the SBDI User's Manual or provide the location to the manual online (www.SBDI.ca).

2.8 Suggestions, in writing, relating to the operations of the Bid Depository or the amendment of the SBDI User's Manual may be made at any time by users. All suggestions will be reviewed by the SBDI Rules Review Committee.

3.0 GENERAL PROVISIONS

3.1 ELIGIBILITY

3.1.1 Any Contractor may use any Bid Depository of the SBDI regardless of their geographical location or their membership in any association, if they observe the SBDI User's Manual.

3.2 TRADE SCOPES

3.2.1 Only bids submitted through the Bid Depository and in accordance with the SBDI User's Manual shall be used.

3.2.2 Where the word "scope" appears in the SBDI User's Manual, it refers to the Trade Scope Definitions and any Notwithstanding Conditions and Pre-Tender Rulings.

The following Scopes of work are to be submitted through the Bid Depository:

	YEAR REVISED
PILING SCOPE	2011
REBAR SCOPE	2001
MASONRY SCOPE	2011
STRUCTURAL STEEL SCOPE	2005
METAL DECKING SCOPE	2011
MISCELLANEOUS METALS SCOPE	2005
MEMBRANE ROOFING AND RELATED SHEET METAL SCOPE	2003
SHINGLE ROOFING AND RELATED SHEET METAL SCOPE	2001
METAL ROOFING, CLADDING AND SOFFIT	2011
ARCHITECTURAL WOODWORK SCOPE	**2013**
ENTRANCE AND STOREFRONTS SCOPE	2001
ARCHITECTURAL ALUMINUM WINDOWS SCOPE	2001
ARCHITECTURAL (FINISHING) HARDWARE SCOPE	**2013**
GLASS AND GLAZING SCOPE	2001
CURTAIN-WALL SCOPE	2006
LATH, PLASTER, AND STUCCO SCOPE	2007
DRYWALL SCOPE	2005
DEMOUNTABLE PARTITIONING SCOPE	2007
TILE, TERRAZZO, MARBLE AND GRANITE SCOPE	2001
SEAMLESS FLOORING SCOPE	2001
ACOUSTIC TILE AND SUSPENSION SYSTEMS SCOPE	2003
RESILIENT FLOOR COVERINGS SCOPE	2001
CARPETING SCOPE	2001
PAINTING SCOPE	2012
SPECIAL WALL COATINGS SCOPE	2001
ELEVATORS SCOPE	2001
ESCALATORS SCOPE	2001
DUMBWAITERS SCOPE	2001
MOVING WALKWAYS SCOPE	2001
MECHANICAL SCOPE	2005
ELECTRICAL SCOPE	2010

The Bid Depository shall be used for the calling of tenders for Mechanical Contractors' Sub-subcontractors as follows:

AUTOMATIC TEMPERATURE CONTROLS SCOPE	2006
INSULATION SCOPE	2005
SPRINKLERS (FIRE PROTECTION) SCOPE	2001
INCINERATORS AND CHIMNEYS SCOPE – FABRICATED OR CONSTRUCTED ON SITE	2001

3.2.3 Bids will be based on Trade Scopes as defined in Rule 3.2.2, Notwithstanding Conditions, Pre-Tender Rulings as defined in Rule 4.2, and the tender documents as accepted by the SBDI Authority.

3.3 CLOSING TIME FOR BIDS - NOTE: All time periods are working days.

3.3.1 When the Bid Depository is used for the calling of tenders for Mechanical Contractors' Sub-subcontractors, such bids shall close at the SBDI Authority one working day in advance of the closing time for the Mechanical Contractor.

SUBCONTRACTOR CLOSING TIME	SUB-SUBCONTRACTOR CLOSING TIME
14:00 Monday	14:00 preceding Friday
14:00 Tuesday	14:00 preceding Monday
14:00 Wednesday	14:00 preceding Tuesday
14:00 Thursday	14:00 preceding Wednesday
14:00 Friday	14:00 preceding Thursday

3.3.2 Mechanical Contractors shall name, by Sub-subcontractor and company name, on their bid at the time of bidding through the Bid Depository, all Sub-subcontractors as listed under Trade Scopes.

3.3.3 Subcontractors shall close at any SBDI Branch a minimum of 3 working days in advance of the General Contractors closing.

GENERAL CLOSING TIME	SUBCONTRACTORS CLOSING TIME
Monday	14:00 preceding Wednesday
Tuesday	14:00 preceding Thursday
Wednesday	14:00 preceding Friday
Thursday	14:00 preceding Monday
Friday	14:00 preceding Tuesday

3.3.4 Bids will not be altered after closing time.

3.4 HOURS OF OPERATION OF BID DEPOSITORY

3.4.1 The hours of each Bid Depository shall be the same as the regular working hours of the Local Construction Association.

3.5 DEFINITION – CONTRACTOR

3.5.1 In this SBDI User's Manual and for the purposes of the SBDI:

General Contractor: is the contractor that signs the agreement with the Owner or the Owner's representative.

Subcontractor: is the contractor submitting tenders to the General Contractor.

Sub-subcontractor: is the contractor submitting tenders to a Subcontractor.

3.6 DEFINITION – MEMBER

3.6.1 For the purpose of the SBDI User's Manual, a "member" refers to a membership in a Construction Association in Saskatchewan.

3.7 DEFINITION – TENDERING AUTHORITY

3.7.1 For the purposes of the SBDI User's Manual, the "Tendering Authority" will refer to the party who has called for tenders on any given project.

3.8 DEFINITION – SBDI AUTHORITY

3.8.1 For the purposes of the SBDI User's Manual, the "SBDI Authority" will refer to the SBDI Branch responsible for closing a project.

3.9 DEFINITION – SBDI BRANCH OF RECORD

3.9.1 For the purposes of the SBDI User's Manual, the "Branch of Record" will be the branch where the closing should have taken place according to the SBDI boundary map.

3.10 DEFINITION – SBDI DELIVERY BRANCH

3.10.1 For the purpose of common closing, this is the branch where the bidder deposits their bid.

3.11 DEFINITION – SBDI BRANCH MANAGEMENT COMMITTEE

3.11.1 For the purposes of the SBDI User's Manual, the "SBDI Branch Management Committee" will be the Chairman selected by the Local Association Board of Directors, at least one General Contractor and selected Subcontractors as required.

3.12 DEFINITION – TRADE SCOPE

3.12.1 Where the word "scope" appears in the SBDI User's Manual, it shall refer to the Trade Scope, as defined in Rule 3.2.2 plus, any approved Notwithstanding Conditions and Pre-Tender Rulings.

3.13 GUIDE TO USING THE TRADE SCOPE DEFINITIONS

3.13.1 Trade Scope Definitions have been prepared by the SBDI and various trade associations to identify work to be included or excluded in the bids for trades listed under the Trade Scopes of the SBDI. Tabulating items to be included in a bid provides a common basis for which bidding becomes truly competitive and fair to all concerned.

3.13.2 Become familiar with the contents of the SBDI User's Manual.

3.13.3 Specify the items in scopes corresponding to the Trade Scope Definitions, as all bids will be based on these definitions. Discrepancies, omissions and duplications will be minimized if this procedure is followed in conjunction with Rule 4.4.13 "Where an item falls within a Trade Scopes' specification section, that item will be picked up by that Trade Scope unless it falls within another Trade Scope or is specifically excluded by that Trade Scope."

3.13.4 Know your Trade Scope Definitions and those of related trades, which may influence items to be included or excluded from your bid.

3.13.5 Regardless of where an item appears in the tender documents for a project, the Trade Scope Definitions govern whether or not it should be included in your bid as set out in Rule 4.4.13 "Where an item falls within a Trade Scopes' specification section, that item will be picked up by that Trade Scope unless it falls within another Trade Scope or is specifically excluded by that Trade Scope."

3.13.6 Number Not Used

3.13.7 Number Not Used

3.13.8 Use of the Trade Scope Definitions does not relieve the General Contractor from their responsibility for a complete contract.

3.13.9 Any item of work in the tender documents that cannot clearly be identified with a Trade Scope Definition, or it appears to be included in more than one Trade Scope should be brought to the attention of the SBDI Authority Branch Management Committee in writing and request a Pre-Tender Ruling (see Appendix VII – Bidder Request Form).

3.13.10 Number Not Used

3.14 FEEDBACK

3.14.1 The success of the Bid Depository is dependent on the co-operation and assistance of all users. Constant communication with the users of the Bid Depository is necessary to maintain an effective system.

3.14.2 If errors, ommissions or discrepancies are noted in the SBDI User's Manual, please advise your trade association or local SBDI branch.

3.15 SBDI USER'S MANUAL CHANGE PROTOCOL

3.15.1 Any trade association or group representing a trade scope can present proposals for changes to that trade scope to the Rules Review Committee as per the timetable set out below.

3.15.2 Prior to forwarding proposed changes and/or proposed new Trade Scopes to the SBDI Head Office, all trades affected by the change and the Saskatchewan General Contractors' Association should be approached for their concurrence (see Appendix V – Proposed Changes to the SBDI User's Manual).

3.15.3 The proposal is then forwarded along with correspondence from the affected Trade Associations and General Contractors' Association to the SBDI Head Office.

3.15.4 The deadlines for annual changes to the SBDI User's Manual are:

- by February 15 – All proposed changes must be received for inclusion in the next User's Manual (email changes to ContactUs@SBDI.ca using Appendix V).
- by February 24 – All proposed changes must be circulated to all branches, Trade Scope Chairmen, Co-Chairmen, General Contractors' Association of Saskatchewan and all Trade Associations.
- by April 30 – Preliminary review of proposed changes by the Rules Review Committee.
- by July 15 – Final response to proposed changes.
- by August 31 – Review of proposed changes and preparation of recommended changes by the SBDI Rules Review Committee.
- by October 15 – Presentation of recommended changes to the SBDI Board of Directors for approval.

3.15.5 RULES REVIEW COMMITTEE

Members:

a. Chairman – President, Saskatchewan Bid Depository Inc.

b. Members (to be appointed by chairman) – 3 appointed representatives from each of the Regina & Saskatoon Construction Associations as follows:
   - One (1) General Contractor from each area
   - One (1) Mechanical Contractor
   - One (1) Electrical Contractor
   - Two (2) other Trade Contractors
   - Regina & Saskatoon SBDI Branch Managers

Responsibility:

a. The SBDI Branch Management Committee is responsible to the SBDI Board of Directors.

Terms of Reference:

a. To review all proposed changes to the SBDI Trade Scope Definitions
b. To suggest changes to the SBDI Trade Scope Definitions
c. To invite delegations for the purpose of:
   - Discussing individual trade scopes of work
   - Hearing rationale for proposed changes to the SBDI Trade Scope Definitions
d. To establish subcommittees, as required, to study select areas of trade responsibility.

4.0 RULES – BID POLICIES AND PROCEDURES

4.1 TENDERING AUTHORITY

4.1.1 Number Not Used

4.1.2 The Tendering Authority will clearly define in the tender documents that the project is using the Bid Depository.

4.1.3 The project will close at the SBDI Authority as set out on the SBDI Boundary Map (see Appendix VI – Boundary Zone Map). The Tendering Authority shall state at which SBDI branch the project will close.

4.1.4 Final addenda must be issued and received by 2:00 p.m. at the specified SBDI Authority not less than 2 working days prior to close of Subcontractor tenders (see Appendix IV – Tendering Authority Addenda Confirmation).

4.2 NOTWITHSTANDING CONDITIONS / PRE-TENDER RULINGS

4.2.1 NOTWITHSTANDING CONDITIONS

a. When the Tendering Authority wishes to deviate from the established Trade Scope Definitions as set out in Rule 3.2.2, they may do so by having a Notwithstanding Condition issued with their tender documents (see Appendix VII – Bidder Request Form).

b. Notwithstanding Conditions must receive prior approval from the SBDI Authority.

c. The SBDI Authority must receive requests for Notwithstanding Conditions within a realistic time for the SBDI Branch Management Committee to address the request and meet the 2-day addenda rule (see Rule 4.1.4).

d. A Notwithstanding Condition takes precedence over the Trade Scope Definitions.

e. A Notwithstanding Condition shall apply only to the project for which it was approved.

f. A Notwithstanding Condition may only be used to temporarily amend SBDI Trade Scope Definitions and shall have no influence or effect on the SBDI Rules and Regulations

4.2.2 PRE-TENDER RULINGS

a. When the Tendering Authority and/or the bidder require clarification of the tender documents relative to the Trade Scope Definitions as set out in Rule 3.2.2, they may do so by means of a Pre-Tender Ruling (Addendum) (see Appendix VII – Bidder Request Form).

b. Pre-Tender Rulings must receive prior approval from the SBDI Authority.

c. The SBDI Authority must receive requests for Pre-Tender Rulings within a realistic time for the SBDI Branch Management Committee to address the request and meet the 2-day addenda rule (see Rule 4.1.4).

d. A Pre-Tender Ruling shall apply only to the project for which it was approved.

4.2.3 Number Not Used

4.2.4 Number Not Used

4.2.5 Number Not Used

4.3 GENERAL / MECHANICAL CONTRACTORS

4.3.1 Each General / Mechanical Contractor who intends to bid on a project should give notice in writing to the SBDI Authority of their intention to bid, General Contractor not less than 5 working days prior to the General Contractor closing and Mechanical Contractor not less than 3 working days prior to the Mechanical Contractor closing (see Appendix IX – Bidder Confirmation Letter).

Penalties, as per Appendix II, shall apply if notice provisions are not adhered to. *All subcontractor/sub-subcontractor prices received will be handled as per SBDI Rule 4.5.1 – Missed Bids.

4.3.2 An SBDI Branch, upon request, will provide the names of the General / Mechanical Contractors who have advised the SBDI Authority of their intention to bid any particular project.

4.3.3 Each General / Mechanical Contractor shall pay a fee to receive the SBDI Bid Package (see Appendix II – Fee Schedule).

4.3.4 If a General / Mechanical Contractor fails to give the SBDI Authority 2 working days notice prior to Subcontractor closing of their intention to withdraw, the General / Mechanical Contractor is liable for the payment of the SBDI Bid Package fee (see Appendix II – Fee Schedule).

4.4 BID PROCEDURES FOR SUBCONTRACTORS AND SUB-SUBCONTRACTORS

4.4.1 Each Subcontractor or Sub-subcontractor listed under the Trade Scope Definitions shall bid through the Bid Depository (see Rule 3.2.2).

4.4.2 Each Subcontractor or Sub-subcontractor shall file their bid with the Goods and Services Tax (GST) NOT included in their price.

a) On First Nations projects each Subcontractor and Sub-subcontractor shall file their bids with Provincial Sales Tax (PST) NOT included in their price. The price submitted shall be considered to be the net price. Provincial Sales Tax (PST) shall be considered as an extra to the tender.

4.4.3 Number Not Used

4.4.4 Number Not Used

4.4.5 It is the responsibility of Subcontractors and Sub-subcontractors to acquire the names of the General / Mechanical Contractors tendering on the project.

4.4.6 A separate price must be listed for each complete Trade Scope.

4.4.7 A lump sum combined price may be quoted for two or more complete Trade Scope sections listed under Trade Scope, but only if a separate price has been quoted for each trade scope section.

4.4.8 Number Not Used

4.4.9 If non-scope trade sections are quoted they must be quoted as separate prices.

4.4.10 A Trade Scope and non-scope price cannot be used to form a combined price.

4.4.11 When a product or system is the exclusive franchise of one party entitled to bid and such product or system is specified with no equivalent or alternate being accepted, then Rule 4.4.6

shall be construed to mean all other items excluding such exclusively franchised products or systems. Such exclusively franchised products or systems then become, in effect, a separate item which is bid separately through the Bid Depository.

4.4.12 Number Not Used

4.4.13 Where an item falls within a "Trade Scopes" specification section, that item will be picked up by that Trade Scope unless it falls within another Trade Scope or is specifically excluded by that Trade Scope.

4.4.14 All Bids shall remain open for a period of 15 calendar days beyond the acceptance period as required by the tender documents for the General Contractor.

4.4.15 If alternate prices and/or separate prices and/or unit prices are called for in the tender documents they shall be submitted through the Bid Depository.

Alternate prices and/or separate prices and/or unit prices not requested in the tender documents must be submitted through the Bid Depository. These alternates would not be considered to be outside the Trade Scope Definitions and therefore, must be shown as deletions and/or additions to the base price and may be part of a combined price.

1. If alternate prices and/or separate prices and/or unit prices are disqualified or withdrawn such a ruling will not be used to invalidate the base price.
2. If the base price is disqualified, the bidder's corresponding alternate prices and/or separate prices and/or unit prices are automatically disqualified.
3. Alternate prices and/or separate prices and/or unit prices can only be used with the base price submitted by the same contractor.
4. Number Not Used

4.4.16 All bids must be submitted in official SBDI envelopes for the SBDI Authority purchased from any SBDI branch (see Appendix II – Fee Schedule).

4.4.17 Subcontractors and Sub-subcontractors shall supply and submit their bids in the following manner:

One large SBDI envelope containing the following:

1. One small SBDI envelope for each General / Mechanical Contractor containing a copy of their bid (see Appendix I – Standard Tender Form).
2. One small SBDI envelope for the SBDI Authority containing a copy of their bid(s). Separate envelopes for the SBDI Authority can be submitted if preferred.

Attach to the outside of the large envelope:

1. One small SBDI Declaration Form envelope containing their signed Declaration Form and required security (as per Rule 4.6 – Bid Security).
2. One additional small SBDI envelope for the SBDI Delivery Branch, attached to the outside of the large envelope, is necessary when the SBDI Authority and the SBDI Delivery Branch are not one in the same. This envelope will contain copies of their bids to the General / Mechanical Contractors, a copy of the Declaration Form, and a copy of any security included in the tender.

It is not necessary for the bidder to give the same price to all General / Mechanical Contractors, but the SBDI Authority and the SBDI Delivery Branch must have a copy of each of their different bids given to the General / Mechanical Contractors.

4.4.18 Number Not Used

4.4.19 The Subcontractor shall deliver their SBDI envelopes to a SBDI Delivery Branch prior to the closing time.

The Sub-subcontractor shall have the option:

1. To deliver their SBDI envelopes to an SBDI Delivery Branch (Moose Jaw, Prince Albert, Regina or Saskatoon only). Sub-subcontractor envelopes will be opened at the SBDI Delivery Branch and faxed to the SBDI Authority for distribution to Mechanical Contractors.
2. To deliver directly to the SBDI Authority for distribution to Mechanical Contractors.

4.4.20 Number Not Used

4.4.21 Only those bids received through the Bid Depository in official SBDI envelopes and addressed to a specific Contractor shall be considered legitimate and given consideration.

4.4.22 Late bids will not be accepted.

4.4.23 Faxed amendments to a bid will not be accepted.

4.4.24 Amendments to a tender will be accepted if they are received prior to the established closing time and addressed to specific Mechanical Contractors / General Contractors.

4.4.25 Tenders shall not be altered or amended in any way after the Bid Depository closing time.

4.4.26 If a Subcontractor or Sub-subcontractor deviates from, varies or fails to comply with any of the provisions of the SBDI User's Manual relating to their tender, and has thereby, in the opinion of the SBDI Authority gained an unfair advantage over their competitors, their tender shall be disqualified.

4.5 RULES – MISSED BIDS

4.5.1 When a Subcontractor / Sub-subcontractor has missed bidding to a General / Mechanical Contractor, they shall advise the SBDI Authority in writing not later than 4 hours prior to General / Mechanical Contractor closing. Subsequently the SBDI Authority will confirm the missed bid by forwarding a copy of a bid as received by the SBDI Authority, to the General / Mechanical Contractor.

4.5.2 The missed bid will be confirmed in writing to the SBDI Authority (using Appendix VIII – Missed Bidding Letter) in the following manner:

> "We missed bidding to (BLACK CONSTRUCTION) on (ABC HIGH SCHOOL). Please consider our bid addressed to (WHITE CONSTRUCTION) as if it were submitted to (BLACK CONSTRUCTION).
>
> (SIGNED) Subcontractor."

This notice must be received not later than 4 hours prior to the General / Mechanical Contractor closing.

4.5.3 The SBDI Authority shall forward to (BLACK CONSTRUCTION) confirmation of the price submitted to (WHITE CONSTRUCTION).

4.5.4 There will be a fee for missed bidding (see Appendix II – Fee Schedule).

4.5.5 If the General / Mechanical Contractor did not provide proper notice of their intention to bid (as per Rule 4.3.1), the fee will be picked up by that General / Mechanical Contractor.

4.6 RULES – BID SECURITY

4.6.1 All Subcontractors and Sub-subcontractors shall enclose in the "Declaration Form Envelope" the Declaration Form fully completed. If the cumulative price of all trade scopes from one subcontractor / sub-subcontractor is over $40, 000.00, the Declaration Form shall be accompanied by an original Bid Bond* for 10% of the amount of the tenders cumulative total, naming as obligee "the Successful General / Mechanical Contractor", or a Certified Cheque for 10% of the amount of the tenders cumulative total, made payable to the Saskatchewan Bid Depository Inc., care of the Authority Branch. If the bid is under $40,000.00, this must be indicated on the Declaration Form. The Declaration Form envelope containing these documents must be attached outside the large Bid Depository Envelope (see Appendix III – Declaration Form).

*NOTE: Bid Bonds / Certified Cheques shall be valid for 15 calendar days beyond the acceptance period as required by the tender documents for the General Contractor (i.e. if the acceptance period is 60 days, the bid bond must be made out for at least 75 days).

Declaration Forms will be supplied without charge with purchase of envelopes.

4.6.2 A Declaration Form, Bid Bond or Certified Cheque is not necessary in a case where a General / Mechanical Contractor is submitting a Trade Scope tender to himself.

4.6.3 In the event that the Declaration Form, and/or the required Bid Security is incomplete or not deposited by a Subcontractor or Sub-subcontractor at closing, that contractor's bid shall not be released to the General / Mechanical Contractor(s) and shall be returned unopened.

4.6.4 Number Not Used

4.7 RULES – WITHDRAWAL OF TENDERS

4.7.1 Up to 48 hours (two working days) after the subcontractor closing time, subcontractors may, by advising the SBDI Authority, withdraw their tender and have their Bid Bond or Certified Cheque returned.

Sub-subcontractors may withdraw their tenders up to 4 hours prior to closing of Subcontractors' tenders, with the same procedure as for Subcontractors above.

4.7.2 Subcontractors / Sub-subcontractors who withdraw their bids shall:

1. Deliver a letter of withdrawal and applicable fees + GST to any SBDI Delivery Branch. The SBDI Delivery Branch will advise the SBDI Authority of the withdrawal.

2. Where there is no SBDI Delivery Branch, deliver the required letter of withdrawal and applicable fees + GST to a person of trust as designated by the SBDI Authority.

4.7.3 Upon payment of the withdrawal fee, the SBDI Authority will advise all General / Mechanical Contractors and the Tendering Authority of the withdrawal and confirm same in writing (see Appendix II – Fee Schedule).

4.7.4 Where a combined price is submitted, and the price for one Trade Scope section is withdrawn, the combined price must be withdrawn or if the combined price is withdrawn, at least one separate price must also be withdrawn.

4.7.5 When the single bid rule 4.9.1 or 4.9.2 has been applied, and a tender has been received through the Bid Depository which is subsequently withdrawn that bidder will be ineligible to re-bid that Trade Scope.

4.8 RULES – PROCEDURES FOR GENERAL / MECHANICAL CONTRACTORS

4.8.1 General Contractors should list with the SBDI Authority, at least 5 working days prior to the General Contractor closing and must indicate, at least 5 working days prior to their closing, if any, which scopes will be done by their OWN FORCES (see Appendix IX – Confirmation Letter).

Mechanical Contractors should list with the SBDI Authority, at least 3 working days prior to the Mechanical Contractor closing and must indicate, at least 3 working days prior to their closing, if any, which scopes will be done by their OWN FORCES (see Appendix IX – Confirmation Letter).

4.8.2 A General / Mechanical Contractor need not accept the lowest tender received, but shall not carry in their tender a designated Subcontractor / Sub-subcontractor's bid not properly received through the Bid Depository.

4.8.3 If a duly listed General / Mechanical Contractor does not receive, through the Bid Depository, any bids for a particular trade, he is then free to obtain bids from outside sources for the particular trade.

4.8.4 Each General / Mechanical Contractor is responsible for picking up their bids from the SBDI Authority.

4.8.5 Where a General / Mechanical Contractor lists their own forces for the work to be performed, it is mandatory that he does the work with their own employees, or in the event he is unable to do so, at a later date, must use one of the Subcontractors / Sub-subcontractors who bid through the Bid Depository and must not call for bids from other sources. The General / Mechanical Contractor must use one of the Subcontractors / Sub-subcontractors original prices as submitted through the Bid Depository.

4.8.6 A withdrawn or disqualified bid will not be considered an originally submitted bid.

4.9 RULES – SINGLE BIDS

4.9.1 Where more than one General Contractor, who has notified the SBDI Authority in writing 5 working days prior to their bid closing of their intention to bid the project, receives a single bid, they may notify the SBDI Authority in writing at least 22 hours prior to the tender closing

that they have received a single bid. Having received more than one such notice from qualified General Contractors, the SBDI Authority shall then notify all General Contractors accordingly. All General Contractors will then be free to seek and use other prices for that trade scope. The issuer of a single bid, if not accepted, shall be notified and shall have the opportunity to re-bid

4.9.2 Where more than one Mechanical Contractor who has notified the SBDI Authority in writing 3 working days prior to their bid closing of their intention to bid the project, receives a single bid, they may notify the SBDI Authority in writing at least 2 hours prior to the tender closing that a single bid exists. Having received more than one such notice from qualified Mechanical Contractors, the SBDI Authority shall then notify all General Contractors accordingly. All Mechanical Contractors will then be free to seek and use other prices for that trade. The issuer of a single bid, if not accepted, shall be notified and shall have the opportunity to re-bid.

4.10 RULES – SUCCESSFUL GENERAL / MECHANICAL CONTRACTOR

4.10.1 When a General / Mechanical Contractor has been named officially, the SBDI Authority shall keep a copy of the bids for two years.

4.10.2 Number Not Used

4.10.3 Each Subcontractor or Sub-subcontractor whose bid, on a specific project, has been accepted by the SBDI Authority may examine the tabulated base tender prices submitted to the successful General / Mechanical Contractor for their scope only.

4.10.4 No one is entitled to see the bids, except the members of the SBDI Authority Branch Management Committee investigating a complaint.

4.11 RULES – P.C. SUMS, CASH ALLOWANCES AND/OR CONTINGENCY FUNDS

4.11.1 If P.C. Sums, Cash Allowances and/or Contingency Funds are referenced in the bid documents specification sections the Sub Contractor / Sub Subcontractor's shall include them in their tender.

4.11.2 If P.C. Sums, Cash Allowances and/or Contingency Funds are referenced in the bid documents specification sections and the General Conditions the Sub Contractor / Sub Subcontractor's shall include them in their tender.

4.11.3 If P.C. Sums, Cash Allowances and/or Contingency Funds are referenced in the general conditions only the Sub Contractor / Sub Subcontractor's shall not include them in their tender.

5.0 RULES – COMPLAINTS

5.1 In the event of a complaint, the members of the SBDI Authority Branch Management Committee or any official they designate may examine all tenders, envelopes or other documents relevant to the complaint.

5.2 Complaints concerning any irregularities of a Subcontractor bid shall be made up to 24 hours prior to General Contractor tender closing, or 4 hours after the Sub-subcontractor tender closing, confirmed in writing (see Appendix VII – Bidder Request Form), and accompanied with the appropriate administration fee (see Appendix II – Fee Schedule).

5.3 In the event that the Subcontractor / Sub-subcontractor lodging the complaint is located where a SBDI Branch does not exist, he may deliver the required letter and fees to a person of trust as designated by the SBDI Authority.

5.4 If possible the Subcontractor / Sub-subcontractor must be contacted and advised of the particulars of the complaint. Reasonable opportunity to make representations shall be given. Presentation in writing may be made to the SBDI Authority or their designate within the time frame available to the Committee.

5.5 Any representations made by the Subcontractor / Sub-subcontractor shall be considered along with the examination of all other relevant information under consideration by the SBDI Authority.

5.6 If the complaint is upheld and the Subcontractors' / Sub-subcontractors' bid is found to be in contravention of the SBDI User's Manual, the SBDI Authority may declare the tender to be disqualified. All SBDI Authority decisions on Federal Projects must be reviewed by representatives of the Federal Contracting Authority prior to the Management decision being implemented. The SBDI Authority shall notify the bidding General / Mechanical Contractors of the disqualified Subcontractor / Sub-subcontractor as soon as reasonably possible.

5.7 A General / Mechanical Contractor shall not enter into a contract with any Subcontractor / Sub-subcontractor whose tender has been disqualified or who has not submitted a tender through the Bid Depository in accordance with the SBDI User's Manual or who is found guilty by the SBDI Authority of contravening any provisions of the SBDI User's Manual.

5.8 Complaints against General Contractors will be considered at any time.

5.9 The General Contractor, against whom the complaint is made, shall be informed of the complaint with full particulars as soon as reasonably possible and shall have the right to make representations, either verbally or in writing, to the SBDI Authority.

6.0 DISPUTES AFTER CLOSING

6.1 If, after contract award, Contractors cannot agree to the meaning or intent of the "Trade Scope Definitions" they may bring it to the SBDI Authority for a ruling.

6.2 The SBDI Authority will require, from all parties, a dispute adjudication fee (see Appendix II – Fee Schedule).

6.3 Rulings by the SBDI Authority, in respect to meaning or intent of the Trade Scope Definitions shall be final.

6.4 Requests for rulings on Trade Scope Definitions should be directed to the SBDI Authority. Requests must be, in writing, stating the problem and providing all relevant information including tender documents.

6.5 The SBDI Authority will not render a ruling unless the party making the request has notified all other

parties involved and that all parties have agreed in writing to accept the ruling of the SBDI Authority.

7.0 RULES – PENALTIES

7.1 Any infraction of this SBDI User's Manual may result in the disqualification of a tender.

7.2 A Subcontractor / Sub-subcontractor whose tender has been declared disqualified, or whose tender has been found by the SBDI Authority to contravene any provisions of the SBDI User's Manual, or who has not submitted a tender through the Bid Depository, enters into a contract with a General / Mechanical Contractor, is liable to a minimum 30 days suspension from use of any of the SBDI branches.

7.3 A General / Mechanical Contractor who uses, within their tender, a bid from a Subcontractor / Sub-subcontractor after he has received notice from the SBDI Authority that such Subcontractors' / Sub-subcontractors' bid has been disqualified, or who uses, within their tender, a bid which was required through the Bid Depository and was not received through the Bid Depository, or who is found guilty by the SBDI Authority of contravening any provisions of the SBDI User's Manual, is liable to a minimum 30 days suspension from use of any of the SBDI branches.

8.0 RULES – SUSPENSIONS

8.1 When an SBDI Authority imposes a suspension on a Subcontractor / Sub-subcontractor or General Contractor, the SBDI Authority shall notify the Subcontractor / Sub-subcontractor or General Contractor of such suspension by delivery in person to the Contractor, or by sending as registered mail, a notice of suspension.

8.2 A notice of suspension shall be deemed to have been given or sent if given personally to the recipient Subcontractor / Sub-subcontractor or General Contractor or on the 3RD working day after the date on which it was mailed as registered mail.

8.3 A suspension shall commence on the day immediately following the expiry of the period in which to file an appeal (as per Rule 9.0) or on the day immediately following the date on which the Appeal Committee upholds or varies the terms of a suspension.

8.4 Where a Subcontractor / Sub-subcontractor or General Contractor has been suspended from use of any SBDI branch, then that suspension shall be applied to that Contractors' affiliated subsidiary holding and related companies as defined in the Business Corporations Act and to any firm, partnership, sole proprietorship or limited company which, in the opinion of the SBDI Authority appears to control or be controlled by the suspended Contractor.

9.0 RULES – APPEALS

9.1 Any General Contractor, Subcontractor or Sub-subcontractor against whom a penalty has been imposed by the SBDI Authority, may appeal within 7 calendar days of having received notice of such penalty in writing to the Appeal Committee. The appellant must provide all relevant information including tender documents.

9.2 The Appeal Committee shall be appointed by the President, consisting of two General Contractors, two Subcontractors and the Chair of the SBDI.

9.3 Each request for an appeal hearing shall be accompanied by a cheque or money order payable to the Saskatchewan Bid Depository Inc; such sum to be refundable if the appellant is successful and the suspension is repealed by the Appeal Committee (see Appendix II – Fee Schedule).

9.4 Any Subcontractor / Sub-subcontractor or General Contractor who is appealing may appear in person on their own behalf or may be represented by counsel. He shall advise the Appeal Committee at the time of filing their appeal whether he will be represented by counsel or not.

9.5 Each appeal shall be dealt with as soon as is reasonably possible and the hearing date shall be fixed within 14 calendar days of the receipt of the appeal at the SBDI Head Office.

9.6 The Appeal Committee shall have access to all files, tender documents, contract documents and any other information relevant to the appeal.

9.7 The Appeal Committee has power to confirm, to vary or to dismiss any suspension imposed by the SBDI Authority and may order the reimbursement of any sum paid in advance to have the appeal heard.

10.0 FORMS

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APPENDIX I

SBDI
Saskatchewan Bid Depository Inc.
contactus@sbdi.ca
www.sbdi.ca

STANDARD TENDER FORM

TENDER TO: _____

PROJECT: _____

FIRM NAME: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____ EMAIL: _____

We are pleased to submit our tender for the following SBDI trade scope(s):

_____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

*Combined Price (if applicable)*_____ $ _____

ALTERNATES, SEPARATE & UNIT PRICES (Use another sheet if necessary)	Deduct from Price	Add to Price
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____

PC SUMS / CASH ALLOWANCES AND/OR CONTINGENCY FUNDS: $ _____ INCLUDED.

This tender has been prepared using the following listed Sub-subcontractors (if applicable).

_____ - _____

_____ - _____

For SBDI Rules regarding PST on First Nations projects please refer to rule 4.4.2 in the SBDI manual.

This tender is submitted in accordance with the tender documents and current SBDI User's Manual

SIGNATURE: _____ DATE: _____

APPENDIX II

FEE SCHEDULE

SBDI
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www.sbdi.ca

		Member	Non-Member
1.0	FEES – ENVELOPES		
	SUBCONTRACTOR ENVELOPES		
	Large Envelopes each	$ 20.00	$ 50.00
	Small Envelopes each	$ 1.00	$ 4.00
	SUB-SUBCONTRACTOR ENVELOPES		
	Large Envelopes each	$ 20.00	$ 50.00
	Small Envelopes each	$ 1.00	$ 4.00
2.0	FEE - BID PACKAGE PICK-UP FEES		
	General Contractors	$ 40.00	$ 100.00
	Mechanical Contractors	$ 10.00	$ 40.00
3.0	BID DEPOSITORY MANUALS	$ 10.00	$ 30.00
		Free download at www.SBDI.ca	
4.0	FEES - WITHDRAWAL OF TENDER	One percent (1%) of tenders withdrawn	
		Minimum Fee	$ 150.00
		Maximum Fee	$ 1,000.00
5.0	FEES – COMPLAINTS ON SUBCONTRACTOR / SUB-SUBCONTRACTOR TENDERS		$ 75.00
6.0	DISPUTES AFTER CLOSING	Fee required per party involved in the dispute.	$ 180.00
	The SBDI Authority has the discretion to refund any or all fees.		
7.0	MISSED BIDDING		$ 20.00
	Missed bids are $20.00 for the first and $5.00 for each missed bid after that. Charges for faxing service may vary from branch to branch.		
8.0	APPEAL OF HEARING - RE: SUSPENSIONS		$ 1,000.00
	Fee will be returned to the issuer should the appeal be successful.		
9.0	APPEAL OF SBDI AUTHORITY RULING		$ 500.00
10.0	LATE BIDDER NOTIFICATION - FAILURE TO NOTIFY		$ 250.00

NOTE: All fees are GST extra and must be made payable to the Saskatchewan Bid Depository Inc.

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contactus@sbdi.ca
www.sbdi.ca

APPENDIX III

DECLARATION FORM

DATE: _____ TENDER FOR PROJECT: _____

SBDI TRADE SCOPE(S): _____

AS REQUIRED BY THE REGULATIONS OF THE SASKATCHEWAN BID DEPOSITORY INC. WE STATE AS FOLLOWS:

- ❑ Since the total tender does not exceed $40,000 no bid bond or certified cheque is enclosed.
- ❑ We enclose herewith a bid bond naming as OBLIGEE the: ☐ Successful General Contractor
  ☐ Successful Mechanical Contractor
- ❑ We enclose herewith a certified cheque for 10% of the tender amount payable to Saskatchewan Bid Depository Inc., _____ Branch.
  Total amount of cheque: $_____.

THE BID BOND OR CERTIFIED CHEQUE SHALL BE HELD IN ESCROW AND DEALT WITH AS FOLLOWS:

(1) In the event that our firm is not named on the tenders of the apparent three (3) low General / Mechanical Contractor, our Bid Bond or Certified Cheque shall be released five days after the date of the General Contractors' tender opening.

(2) In the event that our firm is named on the tenders of the apparent three (3) low General / Mechanical Contractor, our firm agrees that our Certified Cheque or Bid Bond may be held for fifteen calendar days longer than the date set out in the general conditions of the specifications and/or the tender form for the acceptance of the General Contractors' proposal.

(3) In the event that this tender is accepted and our firm enters into or offers to enter into a contract complying with the tender documents including accepted addenda and Trade Scope definitions with the successful General / Mechanical Contractor, then our Bid Bond or Certified Cheque shall be returned forthwith.

(4) In the event that this tender is accepted within the time set out (as noted in 2 above) and then our firm declines, neglects or fails to enter into a contract with the successful General / Mechanical Contractor for the amount of our tender, or in the event that our firm fails to produce a performance bond if requested by the successful General Contractor / Mechanical Contractor and the General Contractor / Mechanical Contractor suffers damage attributed to such decline, neglect or failure, the SBDI Authority shall have the power on our behalf to settle the damage suffered by the General / Mechanical Contractor up to the amount of the security as follows:
   a) In the case of a Certified Cheque, to determine the lesser of the amount between the non-performing bid and the amount of the bid replacing the non-performing bid, and the amount of the Certified Cheque, and pay this amount to the successful General / Mechanical Contractor. Payment of this amount to an aggrieved party does not prejudice that person's further right to enforce collection of damages over and above the amount of the Certified Cheque.
   b) In the case of a Bid Bond, to deliver our Bid Bond to the successful General / Mechanical Contractor for his further action.

(5) Upon acceptance of a contract by our firm and upon providing a performance bond, if requested, our Certified Cheque or Bid Bond shall be returned immediately.

PERFORMANCE BOND: If required by the successful General / Mechanical Contractor, our firm shall execute within 15 days a performance bond for 50% of our tender price to ensure full and satisfactory completion of the contract. The performance bond shall be submitted for approval to the General / Mechanical Contractor. The cost of the bond is to be borne by the General / Mechanical Contractor.

DECLARATION: I _____ of the city of _____ in the province of _____

do declare that I represent (name of Firm)_____ and, as such, I am the legal agent and have authority to sign for and on behalf of said firm for this purpose and have complete and personal knowledge of all contents referred to and I am authorized to make this declaration and submission. I declare and acknowledge that I am familiar with and understand the SBDI User's Manual, and I agree to adhere to and at all times be bound by those rules and regulations and the terms of this declaration. Further I agree, subject to any appeal which might be provided for in the SBDI User's Manual, to be bound by the reasonable decisions of the SBDI Authority regarding: compliance with the SBDI User's Manual and adjudication on disputes and complaints. The SBDI Authority may levy any and all sanctions and awards as the SBDI User's Manual prescribes. This declaration is applicable only to those General / Mechanical Contractors to whom we have submitted tenders on this project.

CHECK ONE:

- ❑ SUBCONTRACTOR TO GENERAL
- ❑ SUB-SUBCONTRACTOR TO MECHANICAL

SIGNATURE OF AUTHORIZED AGENT:

_____

MAILING ADDRESS OF FIRM:

_____

_____

_____ _____

PHONE FAX

APPENDIX IV

SBDI
Saskatchewan Bid Depository Inc.
contactus@sbdi.ca
www.sbdi.ca

TENDERING AUTHORITY ADDENDA CONFIRMATION

DATE: _____

NAME OF FIRM: _____ ATTENTION: _____

PROJECT: _____

SUBCONTRACTOR CLOSING DATE: _____

GENERAL CONTRACTOR CLOSING DATE: _____

With reference to the above project received at the SBDI, _____Branch on _____, be advised that the final addenda will be accepted at our office no later than (2) working days before the Subcontractor closing date. The Subcontractor closing date for this project is _____, therefore the final date addenda will be accepted is _____. This is documented in Rule 4.1.4 of the SBDI User's Manual. If for a particular reason the two-day deadline cannot be met simply notify the SBDI Authority and extend the project closing date by the number of working days to comply.

Yours truly,

SASKATCHEWAN BID DEPOSITORY INC.
BRANCH MANAGER

PLEASE CONFIRM RECEIPT

SASKATCHEWAN BID DEPOSITORY INC.
BRANCHES:

APPENDIX V

SBDI
Saskatchewan Bid Depository Inc.
contactus@sbdi.ca
www.sbdi.ca

PROPOSED CHANGES TO THE SBDI USER'S MANUAL

RULE NUMBER: _____

TRADE SCOPE: _____ ITEM NUMBER: _____

PROPOSED CHANGE: _____

_____

_____

_____

_____

_____

REASONS: _____

_____

_____

_____

_____

TRADES AFFECTED BY THIS PROPOSED CHANGE: _____

_____

_____

SUBMITTED BY: _____

_____

Refer to SBDI Rule 3.15.2

APPENDIX VI

SBDI
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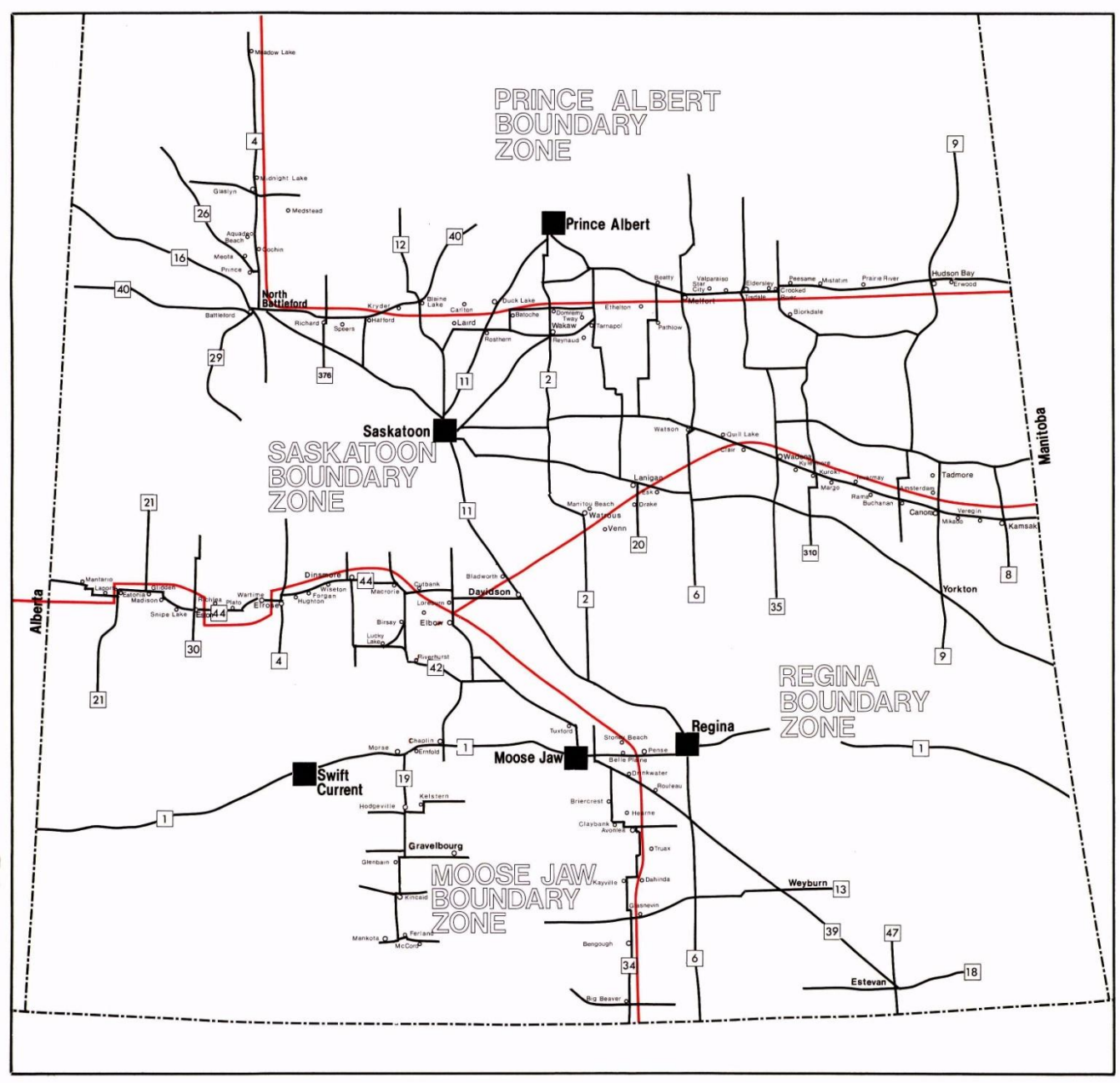
www.sbdi.ca

BOUNDARY ZONE MAP



APPENDIX VII

SBDI
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www.sbdi.ca

BIDDER REQUEST FORM

DATE: _____

NAME OF FIRM: _____ ATTENTION: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____ EMAIL: _____

PROJECT: _____

GENERAL CONTRACTOR CLOSING DATE: _____

- ❑ PRE-TENDER RULING — We require clarification to the SBDI User's Manual as follows:
- ❑ NOTWITHSTANDING CONDITION — We wish to deviate from the SBDI User's Manual as follows:
- ❑ COMPLAINT — We wish to file a complaint against (name of Firm) _____ as follows:
  SBDI complaint fee of $_____ + GST is attached (see Appendix II – Fee Schedule).

SBDI rule(s) affected: _____

SBDI scope(s) affected: _____

Specification section(s) & item #'s affected: _____

Our request is: _____

_____

_____

_____

_____

_____

FOR SBDI AUTHORITY USE ONLY (actions, directions, etc.): _____

_____

_____

DATE & TIME RECEIVED: _____

APPENDIX VIII

SBDI
Saskatchewan Bid Depository Inc.
contactus@sbdi.ca
www.sbdi.ca

MISSED BIDDING LETTER

NAME OF FIRM: _____

PROJECT ESTIMATOR/CONTACT: _____

We missed bidding to: _____
(BLACK CONSTRUCTION - name of general or mechanical firm)

on PROJECT: _____

Please consider our bid addressed to:
_____
(WHITE CONSTRUCTION - name of general or mechanical already bid to)

as if it were submitted to: _____
(BLACK CONSTRUCTION - name of general or mechanical firm)

This notice must be received not later than 4 hours prior to the General / Mechanical Contractor closing.

SIGNATURE: _____ DATE: _____

APPENDIX IX

SBDI
Saskatchewan Bid Depository Inc.
contactus@sbdi.ca
www.sbdi.ca

GENERAL / MECHANICAL CONTRACTOR CONFIRMATION LETTER

NAME OF FIRM: _____

PROJECT ESTIMATOR/CONTACT: _____

PROJECT NAME: _____

CLOSING DATE: _____

Please add us to your list of bidders on the above noted project. We will be bidding as a:

- ❑ GENERAL CONTRACTOR
- ❑ MECHANICAL CONTRACTOR

We will be using our own forces for the following SBDI trade scopes:

_____

_____

_____

_____

_____

_____

_____

Each General / Mechanical Contractor who intends to bid on a project should give notice in writing to the SBDI Authority of their intention to bid, General Contractor not less than 5 working days prior to the General Contractor closing and Mechanical Contractor not less than 3 working days prior to the Mechanical Contractor closing.

SIGNATURE: _____ DATE: _____

Trade Scopes

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PILING SCOPE

Revised 2011

This Trade Contractor shall bid to the General Contractor, through the Bid Depository, for supply of materials and installation of all piles which include but not limited to the following:
Timber, Steel Pipe, Steel "H", Steel Screw, Sheet, Bored, Precast, Compacted Concrete, CFA/Auger Cast, Displacement and Micro Piles

INCLUDED:

1. Supply of pile dowels and lag screws.
2. Quality assurance testing of concrete, unless covered by Cash Allowance.
3. Pile driving and as-built record.
4. Drilling spoil removal and disposal.
5. Steel bar list and concrete mix design.
6. All P.C. and/or Contingency Sums specified for this trade.
7. Protection of other trades' work.
8. Where a foundation is designed by the piling contractor they shall assume responsibility for protecting adjacent services and/or structures against damage caused by construction of the foundation piling system.
9. Drilling and casing hydraulic elevator plunger hole(s).
10. Material and workmanship guarantees as specified.
11. Full scale pile load tests when specified.
12. Facilities and equipment for down-hole inspection when specified.
13. Cold weather concrete protection to grade elevation.
14. Miscellaneous site piles, detailed on Structural Drawings, installed concurrent with main piles. (Additional mobilization charge may be quoted. If none quoted it is deemed to be included.)

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Building Permit.
2. Provision and maintenance of centre-of-pile location, and elevation.
3. Installation inspection service.
4. As-built legal survey drawing.
5. Responsibility for locating and/or protecting subsurface structures and services prior to commencement of piling.
6. Forming, bracing, protecting pile extensions.
7. Pile caps.
8. Supply and placing anchor bolts.
9. Placing [installing] pile dowels and lag screws.
10. Trimming/cutting/treating and disposal of pile top.
11. Provision and maintenance of shoring or protection of excavated slopes, structures, and services.
12. Removal, in advance, of man-made buried or overhead obstruction.
13. Provision and maintenance of suitable access for piling equipment.
14. Removal of laitance from reinforcing steel.
15. Disposal of contaminated soil or contaminated water encountered during excavation.
16. Hoarding, light, power, potable water, and sanitation facility.

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REBAR SCOPE

Revised 2001

A tender to supply only F.O.B. truck at jobsite, or supply and place where noted on tender, rebar and welded wire mesh shall include only those items from the following list which clearly are indicated to be required by the plans and specifications available at time bids are requested.

On supply only tenders, this contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this scope.

INCLUDED:

1. Epoxy coated rebar and patch kit.
2. Fabrication of bars; this shall include smooth rods for joints, cut, bent, bundled and tagged or color-coded.
3. Prime cost sums and/or contingency funds when a specific dollar amount is listed in the specifications pertaining to this work.
4. Preparation of placing drawings and barlists.
5. Supply reinforcing steel for concrete filled masonry and du-al and similar type blocks.
6. Supply of welded wire mesh or structural wire fabric in flat sheets or rolls.
7. Support and/or spacer bars when specified or specifically shown on the drawings.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Accessories for masonry or du-al or similar type blocks.
2. Inspection or testing.
3. Placing, placing accessories and tie wire.
4. Post-tensioning cables, anchorage zone reinforcement and post-tensioning supports.
5. Reinforcing steel used in piles.
6. Supply of pile dowels.
7. Dowels to precast.
8. Caldwelds and burrard couplers.
9. Mechanical and exothermic couplers.
10. Inserts and adhesive anchors.
11. Any bolts and washers.

When fabricator places rebar and welded wire mesh, they shall:

INCLUDE:

1. Placing accessories, tie wire, cadwelds and burrard couplings.
2. Clean up.
3. Unloading.

REBAR SCOPE

EXCLUDE:

1. Temporary heat, light, power and sanitation.
2. Water.
3. Hoarding.
4. Hoisting.
5. Pile rebar.
6. Greasing and placing of smooth dowels.
7. Placing of masonry rebar.
8. Placing of sidewalk and curbs. (Trade will provide an approximate quantity take-off of reinforcing and welded wire mesh for evaluation of installation costs only.)
9. Placing of dowels from slabs or beams to precast or masonry.
10. Placing of post-tensioning cable, anchorage zones reinforcement and post-tensioning supports.

NOTE: Post tensioning cables, accessories, and supports are not part of this scope.

MASONRY SCOPE

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Revised 2011

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Bricks, clay brick slices (if specifically in the Masonry Section), clay fluelining, clay tile, concrete blocks, glass blocks and mortar. Only stone (natural and artificial), granite and terra cotta where used as a horizontal or vertical finish, interior or exterior and where same is 39.7mm thick and over. Weep hole devices, masonry reinforcing, (excluding re-bar). Wire and similar materials, (parging of masonry cavity walls only if specified).
2. Building-in of miscellaneous metals (supplied and placed in position by others).
3. Cavity wall insulation complete with adhesive and trowel applied or membrane air vapour barrier, or building paper as long as the insulation and the vapour barrier or building paper are installed as the masonry wall is erected and as long as masonry forms the exterior wythe of the cavity.
4. Scaffolding equipment and hoisting for this trade only.
5. Cleaning of masonry and clean up of our debris only.
6. Concrete, grout, or loose fill sand and/or insulation and Foam Fill insulation in masonry only.
7. Waterproofing exterior masonry facing with clear waterproofing.
8. Expansion and control joints in masonry.
9.
   a) Supply all through wall flashing except precouloured flashing.
   b) Install all through wall flashing.
10. We will co-operate and advise on the placing of temporary bracing.
11. We will place loose rebar in masonry walls.
12. Any patching and toothing clearly shown on the Architectural and Structural drawings shall be the responsibility of the Masonry Contractor.
13. Supply and install precast concrete band courses, coping sill and lintels which fall within masonry cladding and when laid in a bed of mortar as well as supply and installation of insulation and vapour barrier behind these items.
14. Wall anchors and ties, as long as the anchors or ties are installed as the masonry wall is erected. This also applies where masonry forms the exterior width of any wall system. In other conditions involving masonry, anchors and ties are supplied only by mason.
15. Caulk, masonry to masonry only – fire caulking excluded.
16. Allowance for testing of materials.
17. The supply and installation of “Fero Fast” support brackets c/w anchors. Installation only of shelf angles included to this system.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Setting of door, window and louvre frames, prior to building in with masonry.
2. Supply, tying or fabrication of reinforcing steel.
3. Lateral support devices on top of masonry walls.
4. Supply or installation of dovetail anchor slots.

MASONRY SCOPE

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5. The cost of adequate power, water, lighting, temporary heat or enclosure (hoarding).
6. The cost or supply of temporary wind bracing of masonry walls.
7. The cost of temporary support and shoring for lintels and other overhead masonry.
8. Welding, stucco, parging or finish plastering.
9. Demolition.
10. Building layout levels and dimensions.
11. Brick and concrete pavers.
12. Fire-stopping materials other than masonry.
13. Acoustical insulation.

NOTE: Manhole blocks or bricks shall be quoted as a separate price.

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STRUCTURAL STEEL SCOPE

Revised 2005

A tender to supply and erect structural steel made from ferrous metal only, 14 GA and heavier for any building shall include only those items from the following list which are clearly indicated to be required by the plans and specifications available at the time bids are required.

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

1. Anchors for structural steel.
2. Base or bearing plates and bearings for structural steel.
3. Beams, purlins, grits.
4. Bracing for steel members, trusses or frames.
5. Cables for permanent bracing.
6. Canopy steel framing, roof overhang structures or entrance canopies when attached to the structural steel frame, supported by a column(s) or free standing.
7. All columns, except as noted in Miscellaneous Metals Scope Included Item 31.2.
8. Conveyor galleries and supporting bents (exclusive of conveyer stringers, deck plate and supporting posts which are normally part of the conveyor assembly).
9. Crane rails and stops.
10. Door frames constituting part of the steel frame.
11. Expansion joints connected to the steel frame (excluding trade name items). Floor plates, roof plates (checkered or smooth) and steel grating connected to the steel frame.
12. Girders.
13. Grillage beams of steel.
14. Hangers supporting structural steel if attached to the steel frame.
15. Lintels as detailed or specified if attached to structural steel.
16. Monorail beams of standard structural shapes.
17. Open-web joist, bridging and steel deck support steel including supply only of embedded bearing plates and embedded deck (plate or angle) supports.
18. Sag rods forming part of the steel frame.
19. Separators, angles, tees, clips and other detail fittings, essential to steel frames.
20. Shear connectors for composite beams supplied and installed in shop or fields.
21. Shelf angles attached to structural steel only.
22. Shop drawings.
23. Shop fasteners or welds, and fasteners required to assemble parts for shipment.
24. Shop preparation and/or priming.
25. Walkways – when attached to structural steel frame work.
26. Trusses.
27. All contingency funds specifically called for in the structural specifications.
28. V-Rib.
29. Struts.
30. Structural supports for roof-mounted equipment attached to structural steel and shown on structural or architectural drawings.

STRUCTURAL STEEL SCOPE

Steel landings when attached to structural steel.

31. Fabricated steel framing to support curtain walls, store fronts and windows, fabricated toilet partitions, kiosk framing, movable partitions and windows where attached to structural steel but not including architectural metal.
32. Glulam brackets when attached directly to the structural steel, but not including glulam bolts and shear plates. All glulam to glulam and glulam to masonry connections should be by other trades.
33. Welded anchors for masonry or precast concrete when shown on drawings as being shop applied to structural steel.
34. Mechanical floor frame openings 450 or greater is shown on structural or architectural drawings.
35. Nailer holes in embedded plates to facilitate attachment to concrete forms.
36. Powder coating.

FIELD CONNECTION MATERIAL

When the fabricator erects the structural steel, they shall supply all material required for the temporary and permanent connection of the component parts of the structural steel.

INCLUDE:

1. Clean up.
2. Protection of other trades work from damage by this trade.
3. Guarantee.
4. Scaffolding.
5. Hoisting and/or crane.
6. All contingency funds specifically called for in the structural specification.

EXCLUDE:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final cleaning.
5. Steel deck regardless of specifications.
6. Placing of embedded items.
7. All cutting, patching and grouting.
8. Loose bolts other than for fastening items of structural steel.
9. Precast concrete anchors and all steel items that are cast in precast concrete.
10. Stainless steel, aluminum, plastic, wood or other specialty items.
11. All steel stairs and handrails and ladders.
12. Bolts, washers and shear plates used for glulam connections.
13. Steel Studs

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STRUCTURAL STEEL SCOPE

1. Field installed bracing or connections for precast concrete.
2. Stage Drapery Support Steel, fabricated types only, as detailed on Architectural and Structural Drawings, including those attached to Structural Steel.
3. Demolition.

When the erection of the structural steel is not part of the fabricator contract, the fabricator shall furnish:

a) Ordinary machine bolts and nuts of suitable size and in sufficient quantity for all field connections of steel to steel which are specified to be thus permanently connected, plus an over-allowance of two percent of each size to cover waste; and

b) High strength bolts and nuts (plus washer, if required) or special fasteners, of suitable size and in sufficient quantity for all field connections of steel to steel which are specified to be thus permanently connected, plus an over-allowance of two percent of each size to cover waste.

In the invitation to bid or the specifications which accompany it, welding electrodes, shim, leveling plates, fitting up bolts and drift pins required for field connections shall not be furnished by the fabricator when the erection of the structural steel is not part of the fabrication contract.

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METAL DECKING SCOPE

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This contractor shall include the following regardless of where they may appear in the tender documents, unless specifically noted otherwise in this Scope.

INCLUDED:

Supply and Installation of:

1. Metal Roof Deck.
2. Metal Floor Deck.
3. Metal Cover Plates.
4. Steel cell closures and Preformed Cell Closures (closed cell foam rubber) to be supplied and installed while deck installer is on site otherwise these closures are to be supplied only.
5. Acoustic Roof Deck.
6. Reinforcing and cutting holes in Deck from 150mm to 450mm in diameter.
7. Cutting of all holes in deck marked by affected trades at the time of deck installation or structurally framed. Including cutting required to accommodate precast panel clips or angles marked by precast supplier or general contractor for cutting while deck installer is on site.

Supply Only:

1. Acoustic insulation for acoustic roof deck.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final Cleaning.
5. Temporary Shoring of Floor Deck.
6. Structural Framing.
7. Bearing Plates.
8. Steel Fillers between Deck and supporting members.
9. All angles, channels, plates, supplementary deck support or anchorage.
10. Deck reinforcing that must be welded to structural members such as beams, columns, joists.
11. Cutting of those holes not marked by respective trade or not structurally reinforced at the time of deck installation.
12. Shear studs.
13. All fire stopping materials.
14. Metal deck or siding when not attached directly to structural steel.

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MISCELLANEOUS METALS SCOPE

Revised 2005

A tender to supply, and install where noted on tender, F.O.B. jobsite Miscellaneous Steel, Ferrous Metal only, fabricated from 14 GA and heavier steel including galvanizing and cadmium plating, and chrome plating for items custom fabricated by this trade only, but no stainless steel, cast iron and aluminum items. Miscellaneous metals are to be bid supply only. Any installation is to be bid as a separate item.

The Miscellaneous Metals Scope does not supply any Brand Name items (i.e. purchase items).

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in the Scope.

INCLUDED:

1. Access doors and frames – except (trade name) items and those required for servicing mechanical and electrical equipment.
2. All fabricated doorframes not attached to the structural steel – drilling and tapping by others.
3. Benches and brackets, custom fabricated only.
4. Bolts – only includes those bolts and anchors required for anchoring miscellaneous steel supplied under this division.
   4.1. Anchor bolts set in concrete or masonry for wood framing, nailer plates and supporting wood framed mezzanines.
5. Bumper posts and rails, including parking lot guardrails and flex beam guards.
6. Burglar bars, custom fabricated only.
7. Canopy steel framing, soffit and fascia framing, overhang and outrigger steel structures, sun shade and shadow box steel frames, when not attached to structural steel or support by columns, regardless of steel section.
8. Corner protection angles.
9. Elevator hoistway and divider beams and necessary connections, and including elevator machine support beams, unless attached to structural steel.
10. Expansion joint angles and plates.
11. Fabricated convector frames and enclosures.
12. Fabricated wire mesh and expanded metal partitions and screens.
13. Fire escapes, as detailed only.
14. Flagpoles – steel, as detailed only.
15. Footscrapers, mud and foot grilles, including pans, but less drains (excluding brand-name items).
16. Frames, grating and plate covers for manholes, catch basins, sumps, trenches, hatches, pits, where detailed on architectural and/or structural drawings except cast iron and (trade name) floor and roof drains.
17. Gates, grilles, grillwork, excluding baked enamel or when forming part of mechanical system.
18. Grating type floors – catwalks – these only to include those specified or indicated on architectural and/or structural drawings and not supported by structural steel.
19. All handrails, balusters and any metal brackets attached to steel rail including plastic cover.
20. Joist hangers – fabricated types only.
21. Joist strap anchors.
22. Ledge and shelf angles, except where attached to structural steel.
23. Loose angle, plate, and beam lintels – as detailed or specified, when not attached to structural steel.
24. Mat recess frame (excluding brand-name items).
25. Mobile chalk and tackboard frames, trucks dollies and track complete with casters.
26. Shop drawings

MISCELLANEOUS METALS SCOPE

27. Shop preparation and/or priming.
28. Sleeves if specified except for mechanical and electrical trades.
29. Stair nosing, fabricated types only.
30. Steel ladders and ladder rungs.
31. All steel stairs.
    - 31.1. All landings not attached to structural steel, including all landings where the stair and landing are one (i.e. shop fabricated piece).
    - 31.2. Columns which support Items 31 and 31.1.
32. Table and counter legs, frames and brackets, mild steel fabricated only.
33. Thresholds and sills, fabricated types only.
34. Vanity and valance brackets custom fabricated type only.
35. Weatherbars steel.
36. Any other fabricated item where clearly detailed or specified and made from 14 ga. and heavier steel except where included by another trade scope.
37. Articulation channels, not attached to structural steel.
38. Glulam saddles for masonry, concrete, or wood walls but not including glulam bolts and shear plates.
39. Steel framing for storefronts, windows, overhead doors and pressed steel frames where shown on drawings but not attached to structural steel.
40. Fan and lighting guards, fabricated types only, as detailed on Architectural and Structural drawings, including those attached to structural steel. (Manufactured types excluded.)
41. Lighting grids and brackets, fabricated types only, as detailed on Architectural and Structural drawings, including those attached to structural steel. (Manufactured types excluded.)
42. Posts (not structural support), when not attached to structural steel.
43. Steel brackets, bolted only to structural steel to support rolling shutter doors.
44. Steel supports for moveable partitions when not attached to structural steel.
45. Supply only of all angles and bearing plates for precast core floor supports when not attached to structural steel.
46. All deck support angles and deck bearing plates when there is not structural steel in the project.
47. All kiosk and ticket booth steel framing by Miscellaneous Metal when not attached to structural steel.
48. Overhead doorjamb extensions and hardware support plates where detailed on architectural and structural drawings but not attached to structural steel.
49. Rebar dowels and anchors when shop welded to Miscellaneous Metals.
50. All rain water leaders and gutters fabricated from material 14 ga. or heavier.
51. Fabricated door stops c/w rubber pucks.
52. Nailer holes in embedded plates to facilitate attachment to concrete forms.
53. Stage Drapery Support Steel, fabricated types only, as detailed on Architectural and Structural Drawings, including those attached to Structural Steel. (Manufactured types excluded.)
54. Powder coating.

MISCELLANEOUS METALS SCOPE

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. All miscellaneous metal items where detailed on mechanical and electrical drawings only.
2. Bolts other than for anchoring items of miscellaneous steel as defined above.
3. Glulam to glulam connections – by glulam contractor.
4. Joist hangers (trade name) types.
5. Manhole and catch basins – cast iron.
6. Metal cladding and covering, lighter than 14 ga.
7. Anchors and embedded plates for precast concrete and all steel items that are cast in precast concrete.
8. Reinforcing steel or mesh, smooth greased rods, dowels and inserts.
9. Roof and floor hatches when trade name item.
10. Steel stacks.
11. Steel reinforcement for architectural metal storefronts, curtain walls and windows.
12. Stone anchors – see masonry and stone division.
13. Thimble and breaching – by mechanical contractor, also mechanical fire dampers.
14. Window and area walls.
15. Steel deck, support angles, flat bars, and bolts, except Included Item 46.
16. Any towers, brackets and supports required for the installation of wheelchair lifts.
17. Steel brackets and support required for the installation of wheelchair lifts.
18. Asbestos board walls and curtains at welding booths.
19. Base angles at grade beam to pick up siding if supplies by structural steel in a building with purlins and girts.
20. All culverts and culvert material.
21. Supply of anchors and brackets for “Fero Fast” system (see Masonry Scope Included Item 17).

<u>When fabricator erects miscellaneous steel:</u>

They shall supply all material required for temporary and/or permanent connections of the component parts of the miscellaneous steel. They shall:

INCLUDE:

1. Clean up.
2. Protection of other trades work from damage by this Trade.
3. Guarantee.
4. Inspection.
5. Scaffolding.
6. Hoisting.
7. All contingency funds specifically called for in the miscellaneous steel specifications.

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MISCELLANEOUS METALS SCOPE

EXCLUDE:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final cleaning.
5. Steel deck regardless of specifications.
6. All demolition of existing miscellaneous metal.
7. Installation of anchors and brackets for “Fero Fast” system (see Masonry Scope Included Item 17).

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MEMBRANE ROOFING AND RELATED SHEET METAL SCOPE

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

All the following are to be **INCLUDED** as they relate to Membrane Roofing (BUR, EPDM, PVC, SBS):

1. Adhesives.
2. Aggregates.
3. Asphalt and pitch emulsions.
4. Asphalt and pitch primers.
5. Asphalt base type planking.
6. Bitumens.
7. Cants of roof insulation material.
8. Caulking compounds, gaskets and plastic rope.
9. Coatings.
10. Composition roofing materials (i.e. Insulpave).
11. Expansion joint fillers and covers.
12. Reinforcing fabrics and membranes.
13. Flashings of all types of materials when they form part of the roof system and are installed in conjunction with and during the construction of the roof system. When any type of downspouts, eavestrough, conductor pipe, and accessories are to match any prefinished metal siding, metal roofing, facia, soffits or wall systems, all metal flat or coiled flashing, eavestrough, douwnspouts, and accessories, is to be supplied to the roofing contractor by others F.O.B. roofing contractors' shop. The forming and installation is to be included under this item, including prefinished material if required under Item 17. If no prefinished metal siding is incorporated in the project, all prefinished roof flashing by this trade.
14. Gravel stops.
15. Gum pots, to be filled only when roofing crews are on site.
16. Gutters, downspouts and metal splash pans, when directly connected to Built up Roofing. 16 ga. and lighter.
17.
    a) Insulation consisting of preformed panels only. Also included is Protective Coatings and covering for the installation (OSB Plywood).
    b) The installation of insulation for acoustical steel decks which is to be supplied by Metal Decking Scope in a preformed custom fitted condition.
    c) Rigid insulation on inside vertical face of parapet wall when this insulation is covered with a metal flashing and not covered by wood.
18. Sealant and sealing compound.
19. Skylights, single unit application (single unit shall consist of one frame and one component), which are thermally formed and incorporate a base frame only (no clustered skylights), smoke hatches and roof access hatches (trade names only).
20. Systems of roofing including protected membrane systems. Also included are protective coatings and coverings for insulation of all membrane systems excluding poured in place light, medium or heavy concrete and paving blocks exceeding 68.04 kg each in mass.
21. Gypsum board when applied over a roof deck as part of the roofing system.
22. Vapour retardant.

MEMBRANE ROOFING AND RELATED SHEET METAL SCOPE

23. Supply only of vapour barrier material to provide for the continuity of vapour barrier under the blocking to roof system
24. Hoisting.
25. All contingency funds specifically called for in the Membrane Roofing and Related Sheet Metal specifications.
26. Trade clean up.
27. Protection of other trades work from damage by this trade.
28. Guarantee.
29. Shop Drawings.
30. Scaffolding.
31. Removal of existing roofing for installation of new.
32. Cutting of grout and reglet lines as related to this Scope.
33. Cleaning as a result of this trade.
34. Roof membranes on the inside of roof top mechanical curbs.

EXCLUDING:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final Cleaning.
5. Metal sleeves through decks for openings for vents, etc.
6. Roof drains connected to an internal system.
7. Separate curbs for skylights, hatches, etc.
8. Flashings for roof drains and vents, all flashings and membranes used for air or vapour seals which do not form part of the roof system or which are not installed in conjunction with and during the construction of the roof system.
9. Fillers and vapour seals and air seals.
10. Delete.
11. Inspection and/or testing.
12. Testing.
13. 14 ga. and heavier gutters and downspouts.
14. Insulation and wood coverings on parapet wall construction.

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SHINGLE ROOFING AND RELATED SHEET METAL SCOPE

Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope (Roof and/or Walls).

All the following are to be **INCLUDED** as they relate to:

- Wood
- Asphalt
- Concrete Roof
- Metal Roof
- Slate Shingles

1. Adhesives.
2. Cants of roof insulation materials.
3. Caulking compounds.
4. Flashings of all types of materials when they form part of the roof system and are installed in conjunction with and during the construction of the roof system. When any type of metal flashing, eavestrough, downspouts, and accessories, are to match any prefinished metal siding, metal roofing, fascia, soffits or wall systems, all metal, flat or coiled flashing, eavestrough, downspouts, and accessories, is to be supplied to the roofing contractor by others F.O.B. roofing contractors' shop. The forming and installation is to be included under this item, including prefinished material if required under Item 6. If no prefinished metal siding is incorporated in the project, all prefinished roof flashing by this trade.
5. Gum pots to be filled only when roofing crews are on site.
6. Gutters, downspouts and metal splash pans when directly connected to Shingle Roofing. 16 ga. and lighter.
7. Sandwich systems of roofing includes vapour barrier to existing deck, layers of insulation, strapping, covering for insulation (plywood, OSB, etc.). Overhang, framing, fascia and soffits not included.
8. Sealant and sealing compounds.
9. Gypsum board when applied over a roof deck as part of the roofing system.
10. Vapour retardant.
11. Hoisting.
12. All contingency funds specifically called for in the Shingles Specifications.
13. Trade clean up.
14. Protection of other trades work from damage by this trade.
15. Guarantee.
16. Scaffolding.
17. Skylights, single unit application (Single unit shall consist of one frame and one component), which are thermally formed and incorporate a base frame only, (no clustered skylights) smoke hatches and roof access hatches. (Trade names only).
18. Removal of existing Shingle roofing for installation of new.
19. Roof and ridge vents when not connected to Mechanical, Plumbing and Electrical.
20. Cutting of grout and reglet lines as related to this Scope.

SHINGLE ROOFING AND RELATED SHEET METAL SCOPE

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final Cleaning
5. Metal sleeves through decks for opening for vents, etc.
6. Roof drains connected to an internal system.
7. Separate curbs for skylights, hatches, etc.
8. Flashing for roof drains and vents. All flashing and membranes used for air and vapour seals which do not form part of the roof system or which are not installed in conjunction with and during the construction of the roof system.
9. Fillers and vapour seals and air seals.
10. Inspection and/or testing.
11. Testing.
12. 14 ga. and heavier gutters and downspouts.

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METAL ROOFING, CLADDING AND SOFFIT SCOPE

Revised 2011

This contractor shall include and exclude the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Metal roofing roll formed from sheet steel (prepainted, galvanized or galvalume finish), aluminum, stainless steel, copper or other metals.
2. Cladding roll formed from sheet steel (prepainted, galvanized or galvalume finish), stainless steel, aluminum or other metals.
3. Translucent panels to match roof or cladding profile.
4. Related closures, caulking, flashings and fasteners incorporated into the system.
5. Internal sub-girts and clip systems.
6. Liner panel of materials listed (Item 1 & 2 above) forming part of the preformed metal roof or wall assembly.
7. Gypsum board when applied over a roof deck as part of the roofing system.
8. Auxiliary boards such as plywood and/or wood strapping when applied over a roof deck as part of the metal roofing system.
9. Related insulation, adhesives, vapour barriers and air barriers.
10. Flexible sheet membranes which form part of the building air barrier directly behind the metal system including connection to work of preceding trade where required. If connection is required by any trade following the metal installation then the metal contractor provides a maximum 200 mm. unless otherwise specified, of overlap material beyond the exterior point of the metal system.
11. Gutter and downspouts connected to the preformed metal roofing system (16 gauge and lighter).
12. Installation only of acoustical insulation strips for acoustic steel deck which is supplied by others in a preformed custom fitted condition.
13. Skylights, single unit application (single unit shall consist of one frame and one component), which are thermally formed and incorporate a base frame only (no clustered skylights), smoke hatches and roof access hatches (trade names only).
14. Hoisting.
15. Cash allowance PC sums and/or contingency funds when a specific dollar amount is listed in the preformed metal roofing or cladding specifications.
16. Scaffolding.
17. Shop drawings.
18. When any prefinished metal flashing is required by the membrane roofing scope that specifically matches the colour for the metal roofing or cladding, then the prefinished flat sheets are to be supplied by this trade FOB the membrane roofing contractors shop.
19. Trade clean up.
20. Protection of other trades' work from damage by this trade.
21. Stationary louvers and vents of matching materials installed in cladding or roof system when not specified in mechanical section.
22. Metal cladding or soffit on interior of building
23. Removal of existing metal roof, wall or soffit for installation of new.
24. Metal deck or siding when not attached directly to structural steel.

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METAL ROOFING, CLADDING AND SOFFIT SCOPE

EXCLUDED:

1. Metal deck.
2. Supply or install of any flashing material not incorporated into metal roof or wall system (stucco, window or masonry flashings) or which are not part of membrane roof system (see Included Item 18).
3. Wood or metal components (unless as incorporated in the preformed metal roofing system) used to construct parapets, perimeter and curb blocking, curbs, control joints and sleeper supports.
4. Skylights outside the preformed metal roofing area.
5. Separate curbs for skylights or hatches, etc.
6. Counter flashing for mechanical vents, chimneys, etc.
7. Through wall flashing.
8. Backing and supports for other trades.
9. Purlins or other structural materials.
10. Insulation or vapour barrier behind structure which metal roofing or wall is fastened to.
11. General and final clean up.
12. Temporary heat, light, power, sanitation and water.
13. Hoarding.
14. Roof drains connected to an internal system.
15. “Pre-engineered” metal buildings or portions of a project which are a pre-engineered building.
16. Metal spandrel and infill panels incorporated into glazed systems.
17. Extruded aluminum wall cladding incorporated into a storefront or door assembly.
18. Architectural (composite) metal panels.
19. Metal linear ceiling profiles.
20. Inspection and/or testing.
21. Protection of metal roof for access by other trades.
22. Metal shingles (see Shingle Scope).
23. 14 gauge and heavier gutters and downspouts.
24. Factory insulated metal wall panels when utilized for coolers or freezers.

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ARCHITECTURAL WOODWORK SCOPE

Revised 2013

The Contractor shall supply only the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

Exterior:

1. Mill made wood window frames and sash fitted as specified. Wood doorframes complete with wood trim. Built up or knocked down, depending on job conditions, complete with glass. (For knocked down frame glazing see B. Exluded Item 20).
2. Wood doors, unfitted and glazed if specified. (Wood core as specified.)
3. Wood screens or shutters, wood vents or louvers, wood sun baffles (knocked down) of clear kiln dried material (Grade D and better).
4. Specialty wood columns, posts and brackets of clear kiln dried material (Grade D and better).
5. Solid kiln dried D or better lumber for exterior trim, fascia, soffit and solid wood siding.
6. Wood handrail systems and benches of clear kiln dried material (Grade D and better).

Interior

REV. 2013

7. Wood doors (plastic laminate and lead lined) unfitted and glazed, if specified. Wood bifold doors ~~**complete with hardware**~~**.** Machining only of ULC rated doors as per fire rated Door Machining Schedule provided by the millwork supplier and completed by the General Contractor.
8. Cut and stop wood doors for metal grilles.
9. Wood door frames, borrowed light frames, and sash fitted. Wood access frames and doors. Machining only of ULC rated frames as per rated door frame machining schedule provided by the millwork supplier and completed by the General Contractor.
10. Wood stairs (shop assembled).
11. Notice or bulletin boards in wood frames.
12. Countertops including splashback (no jobsite labour). Substrate supplied only for metal covered and tile counter tops. Does not include glue for jobsite installation (see B Excluded item 25 and 29)
13. Plastic laminate and fiberboard base and kickplates or surface mounted push-pulls and guard bars (brand name excluded).
14. Fireproof application on millwork items where specified, pressure treated only. Does not include sanding after treatment.
15. Factory finishing of casework, wood trims, wood frames and wood doors if specified.
16. Wood or plastic laminate faced cabinets, lockers, bookcases, and laboratory fixtures, complete with woodbase. Wood or plastic laminate faced tables, benches, desks, carrels and convector covers. Swinging glass cabinet doors.

NOTE: Supply and shop installation of all integral cabinet hardware specified.

17. Wall mounted wood or plastic laminate faced shelving complete with necessary hardware.

ARCHITECTURAL WOODWORK SCOPE

18. Wood and plastic laminate toilet partitions, complete with necessary hardware. (Brand names excluded).
19. Wood display cases. To site built wall mounted or recessed display cases, supply only plastic laminate, hardwood plywood and wood trim. (See B. Excluded Item 21.)
20. Wood, plastic, or wood and metal tote drawers or trays in wood cabinets.
21. Solid wood paneling, moldings, handrail, etc. supplied in lineal footage for decorative purposes. Factory installed solid wood end caps where detailed to handrail.
22. Hardwood plywood or Medium Density Fiberboard for wall or ceiling paneling. Softwood or paper-faced plywood only if edge is shop applied.
23. Shop fabricated plastic laminate wall paneling and window stools. (Strapping, sheathing, installation not included).
24. Decorative wood screens, shop fabricated planter boxes complete with metal liners.
25. Wood, plastic laminate or metal foil tambour.
26. *Number not used.*
27. Slatwall and accessories where not specified elsewhere.
28. Upholstery work where it occurs to shop fabricated items supplied under this Scope.
29. Coat hooks where attached to or mounted on items supplied under this Scope.
30. Metal support legs for countertops and vanities unless specified as 14 gauge or heavier.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or heavier.

1. Sanding of standing or running trim other than drum sanding of flats.
2. Machining of doors to receive hardware. See exemption for ULC rated doors in A. Included Item 7.
3. Exterior stairs, landings or fence and sidewalk materials.
4. Trade name windows, screens, frames or outside trim for same.
5. Overhead garage type doors, or glass and hardware for same (wood frames and trim supplied knocked down where detailed).
6. Patented or trade name specialty folding or sliding doors. (Wood frames and trim where specified and detailed.)
7. Caulking or door weather-stripping.
8. Structural framing material, rough bucks, can't strip, furring strips, nailing strips or blocking.
9. Contingencies, unless specified under Architectural Woodwork.
10. Cutting of holes for metal grilles, for sinks, or for mechanical and electrical fittings into millwork fixtures.
11. Chalkboard, whiteboard or tackboard,
12. Mirrors.
13. Hardwood or softwood flooring.
14. RE: Additions and/or renovations to existing buildings. No materials will be supplied for patching, repairing, extending or replacing work unless specified or detailed.
15. Hardware or installation or machining for same (see A. Included Item 7).
16. Painting, acid proofing, fire proofing or preservative treatment. (See A. Included Item 14).
17. Plastic, metal or fibreboard letters.
18. Plastic skylights or domes.

ARCHITECTURAL WOODWORK SCOPE

19. Trade name fixtures, trade name casework or countertops to same.
20. Supply or installation of glass for storefronts, full-glazed walls, interior wood frames or partitions, and vestibule frames.
21. Glass, glazing or glass and glazing hardware to display cases.
22. Metal door grilles.
23. Flex wood.
24. Wood frames to prehung metal door units.
25. Natural stone, concrete, cultured marble, tile and quartz.
26. Fastening devices used to install millwork to walls or floors.
27. Cutting of tactile cues to handrail, unless dimensions are provided by the General Contractor in a timely fashion.
28. Metal handrail brackets.
29. Metal covering of shop fabricated Millwork items.
30. Site measurements.

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ENTRANCE AND STOREFRONTS SCOPE

Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Architectural aluminum doors including sliding doors complete with all hardware. All components for complete installation of automatic doors (except as provided under Curtainwall Scope).
2. Framing.
3. Handicapped operating devices which are an integral part of aluminum entrances.
4. Glazing.
5. Infill panels of any material including insulation, where it forms an integral part of the storefront system.
6. Sills and miscellaneous related aluminum trim which forms an integral part of the storefront systems.
7. Interlocking extruded aluminum facing systems.
8. All anchoring devices:
   a) supply and installation of anchors which are part of the framing
   b) supply only of anchors or inserts which are part of the structure.
9. Fly screens to venting windows.
10. Stiffeners and/or steel reinforcement where by the architectural metal section.
11. Architectural aluminum guard rails, where they are an integral part of the storefront (installation only of rails other than aluminum attached to the storefront.).
12. Interior storefronts.
13. Interior architectural aluminum glazed partitions.
14. Cleaning between double and multiple glazing.
15. Caulking, back-up road and perimeter insulation (exterior and interior).
16. Insulation within the storefront.
17. Clean up of own debris by own forces.
18. All contingency funds specifically called for in the Entrance and Storefronts specifications.
19. Protection of other trades work from damage by this trade.
20. Testing where specifically required by the specifications.
21. Shop drawings.
22. Scaffolding.
23. Brush cleaning.
24. Hoisting.
25. Relocation of existing materials.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Movable, demountable partitions, grilles or shutters.
2. Surface mounted wood, plastic, or plastic laminated push-pulls or guardrails.
3. Cylinders and masterkeying.
4. Sun screens, bird screen, guard screens.

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ENTRANCE AND STOREFRONTS SCOPE

5. Insulation within framing supplied and erected by others.
6. Structural steel (except as noted in Included Item 10).
7. Hollow metal doors or pressed steel frames.
8. Temporary heat, light, power, sanitation.
9. Hoarding.
10. Water.
11. Final cleaning.
12. Electrical hook-up of electric strikes and automatic power operated doors.
13. Demolition.
14. Roof and parapet flashing, G.I. Type.

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ARCHITECTURAL ALUMINUM WINDOWS SCOPE

Page 1 of 1
Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

DEFINITION: Windows within a floor span.

INCLUDED:

1. Spandrel and infill panels of any material, including insulation where it forms an integral part of a panel.
2. Single glazing, double or multiple glazing.
3. Sill and miscellaneous related aluminum trim which forms an integral part of the window system.
4. All anchoring devices which are part of the framing, (anchors or inserts supplied only when are part of the structure).
5. Venetian blinds when between glass.
6. Fly screens to vents.
7. Supply and installation of operating hardware.
8. Stiffeners.
9. Caulking, back-up road and perimeter insulation (exterior and interior).
10. Aluminum guard rails, where they are an integral part of the window (installation only of rails other than aluminum attached to the windows).
11. Insulation within the windows.
12. Cleaning between double and multiple glazing.
13. All contingency funds specifically called for in the Special Windows specification.
14. Clean up of own debris by own forces.
15. Shop drawings.
16. Protection of other trades work from damage by this trade.
17. Scaffolding.
18. Relocation of existing material.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Interior wood sills or surrounds.
2. Sunscreen, bird screens, guard's screens.
3. Insulation within framing supplied and erected by others.
4. Structural steel.
5. Pressed steel frames or steel sash.
6. Name brand windows.
7. Temporary heat, light, power, sanitation.
8. Hoarding.
9. Water.
10. Final cleaning.
11. Demolition.
12. Roof and parapet flashing, G.I. Type.

ARCHITECTURAL (FINISHING) HARDWARE SCOPE

Page 1 of 2
Revised 2013

This contractor shall include the supply only of the following items, regardless of where they may appear in the Tender Documents, unless specifically noted otherwise in this Scope.

All the following are to be included as they relate to:

- Wood doors and frames
- Hollow metal doors and frames
- Aluminum door and frames
- Detention doors and frames.

INCLUDED:

1. Butts, Pivots, Hinges, Floor Hinges, Spring Hinges (Double and single acting).
2. Locksets, Latchsets, Privacy Sets and Exit Devices complete with Standard or Electric Srikes. Deadlocks and Padlocks. Cylinders for all Master keyed items.
3. Electrified Locksets, Throw Bolts, Hinges, Exit Devices, and Magnetic Locks.
4. Push and Pull Plates, Push and Pull Bars.
   - 4.1 Kick Plates, Armour, Mop and Stretcher (except hardboard and as described in Excluded Item 5).
5. Closing Devices, including Surface, Concealed, Overhead and Floor Type, complete with all required brackets to ensure proper and complete installation.
6. Stops, Holders and Bumpers, including the following types: Overhead, Surfaces and Concealed, Wall and Floor Mounted, Crash Chain Stops.
7. Handrail Brackets (Name brand only).
8. Weather-stripping, Sound Proofing and Threshold
   - Threshold – Aluminum, Brass or Bronze
   - Weather-stripping for Head, Jamb, Meeting Stile and Door Bottom
   - Automatic Door Bottoms.
9. Fire Safety Devices (these components must be compatible with the main fire safety system as provided under the electrical scope). These devices are attached to (or concealed in) the door or/and frame and are part of the door control system.
10. Door Silencers – Rubber Mutes.
11. Door Bolts – Manual and automatic, including Flush, Surface, Cane, Cremone, Barrel, Chain and Slide.
12. Co-ordinators.
13. Mullion – Removable Type (Trade Name).
14. Door Viewers.
15. Letter Box Plates.
16. Keys, Key Blanks and Key Control Cabinets.
17. Chain Door Guards.
18. Exit Alarms, Battery Operated.
19. Pocket Door Hardware, including Frame, Track and Hangers.
20. Electrically or Pneumatically assisted or operated closer, unless these units are in integral part of a standard (air-assisted) aluminum door and frame package.
21. All hardware for doors in demountable partitions.

ARCHITECTURAL (FINISHING) HARDWARE SCOPE

22. Card readers, proximity readers, door position switches including all components required for a complete and working access control system.
23. Push button access controls.
24. Key switches relating to electrified door hardware.
25. Security bars (name brand only.).
26. Uninterrupted power supply – battery back up only for hardware supplied in the Hardware trade definition.

REV. 2013 27. **Bi-fold Door Hardware Package**

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Installation of all hardware (except auto openers/closers as described in Included Item 20).
2. Electrical Hook-up or connection of Alarms, Locks, Magnets, Strikes, Detectors or Magnetic Holders and Door Closers.
3. Custom-made handrail Brackets, Kick, Push and Pull Plates and Bars, Thresholds or Sills.
4. Window Hardware.
5. Hardboard, Arborite Plastic Laminate, PVC Kick plates and Push plates when they are to match the Wall Protection that is specified.
6. Cabinet Hardware.
7. Wood Locker Hardware.
8. Overhead Door Hardware.

REV. 2013 ~~9. **Bi-fold Door and Hardware Package.**~~

10. Sliding Door and Hardware Package.
11. Folding Door and Hardware Package.
12. Aluminum Sliding and Automatic Door Hardware.
13. Aluminum Door Hardware.
14. Metal Toilet Partition Hardware.
15. Smoke and ionization detectors (Wall or Ceiling Mounted) that are not part of the door closer/holder unit.
16. Mail Chutes or Holding Units.
17. Surface mounted wood or plastic laminated push-pull or guard bars for aluminum, wood or metal doors or sidelites.
18. Door signs, nameplates or numbers.
19. Weld-on hinges supplied complete with steel drywall frame.
20. Supply of all wire for electronic hardware.
21. Fastening devices used to install millwork to walls or floors.
22. Cutting of tactile cues to handrail, unless dimensions are provided by the General Contractor in a timely fashion.
23. Metal handrail brackets.

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GLASS AND GLAZING SCOPE

Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Mirrors complete with adhesives, clips or J moldings.
2. Glass and plastics (including glazing clips and glazing compounds), glazed into the following:
   a) Hollow metal
   b) Pressed steel
   c) Metal clad wood doors
   d) Industrial steel sash
   e) Display cases
   f) All metal frames other than those falling under:
      - Curtainwall scope
      - Entrance and Storefronts scope
      - Interior wood frames, partitions and vestibule frames.
3. Glass shelving and sliding glass doors, including shelf standards, clips, brackets and/or sliding track hardware and locks.
4. Clean up of own debris by own forces.
5. Protection of other trades work from damage by this trade.
6. Shop drawings.
7. Scaffolding.
8. All contingency funds specifically called for in the Glass and Glazing specifications.
9. Hoisting.
10. Brush clean.
11. Mouldings or dividers required for glass separation.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Mirrors in pre-fabricated metal frames.
2. Glass to exterior wood window frames, exterior wood sidelites, transoms and trade name windows.
3. Glass to wood doors, overhead doors and solar collectors.
4. Glass to scope section:
   - Curtainwall
   - Entrances and Storefronts
   - Architectural aluminum windows
   - Name brand windows.
5. Glass to movable and demountable partitions.
6. Plastic skylights which are thermally formed.
7. Temporary heat, light, power, sanitation.
8. Hoarding.
9. Water.
10. Final cleaning.
11. Demolition.

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CURTAINWALL SCOPE

Revised 2006

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

DEFINITION: Curtainwall is that fenestration which continues past one or more floor spans. Skylights – glazed architectural metal framing, flat or sloped, not attached to vertical framing and not included under roofing scope.

INCLUDED:

1. Spandrel and infill panels of any material, including insulation where an integral part of a panel.
2. Glazing.
3. Miscellaneous aluminum trim/flashing, which form an integral part of the curtainwall system.
4. All anchoring devices:
   a) supply and installation of anchors which are part of the grid,
   b) supply only of anchors or inserts, which are part of the structure.
5. Venetian blinds when between glass.
6. Fly screens to venting windows.
7. Stiffeners and/or steel reinforcement where required and where it is enclosed by the aluminum section.
8. Architectural metal, glass, operating windows, swinging and/or sliding doors where they become an integral part of this Scope, complete with hardware as outlined under Entrances and Storefronts Scope.
9. *Number not used.*
10. Supply and installation of all sill flashings integral to curtainwall system.
11. Architectural guardrails and push pulls, except wood and plastic laminate, where these are an integral part of the curtainwall.
12. Insulation within the curtainwall.
13. Cleaning between double and multiple glazing.
14. Caulking, packing and perimeter insulation (exterior and interior).
15. Clean up of own debris by own forces.
16. Protection of other trades work from damage by this trade.
17. Shop drawings.
18. Scaffolding.
19. Hoisting.
20. Brush clean.
21. All P.C. sums and/or contingency funds specifically called for in the curtainwall specifications.
22. Testing where specifically required by the specifications.
23. Relocation of existing materials.

Architectural sunshades where they are attached to the curtainwall system.

CURTAINWALL SCOPE

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Sun screens (blinds/curtains), bird screens, guard screens.
2. Structural steel (except as noted in Included Item 7).
3. Skylights, which are thermally formed and incorporate a base frame only.
4. Guard rails other than aluminum.
5. Temporary heat, light, power, sanitation.
6. Hoarding.
7. Water.
8. Final cleaning.
9. Demolition.
10. Roof and parapet flashing.

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LATH, PLASTER AND STUCCO SCOPE

Revised 2007

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in the Scope.

INCLUDED:

1. All types of lathing systems and metal furring for plaster and stucco.
2. All plastering – plain, acoustical, ornamental, cast or molded gypsum plaster; stucco and/or cement plaster; exterior insulating finishing systems (e.g. Dryvit, Sto.).
3. Rigid insulation when used as plaster or stucco base.
4. Thermal insulation (Batt or Rigid) immediately behind plaster – including acrylic plaster. (Not to include cavity wall insulation.)
5. Steel stud partitions for plaster systems.
6. Metal channels lighter than 14 gauge for plaster systems.
7. All plaster beads, plaster stop, and plaster expansion joints, which are an integral part of the work.
8. All scaffolding required for this trade.
9. Fire rating to recessed fixtures.
10. Testing of material where specified.
11. Clean up after this trade.
12. Lathing systems for ceramic, mosaic tile, brick or stone overlays.
13. All plaster sound baffles.
14. All inserts and hangers, capable of supporting all appurtenances supported by ceilings, fixing clamps, anchors required for attaching work of this trade to other members or materials.
15. All sound insulation, noise stops, caulking, etc. to plaster and stucco systems.
16. Protection of other trades work from damage by this trade.
17. Guarantee.
18. Inspection.
19. Shop drawings.
20. Hoisting for materials and equipment.
21. Installation only of access doors.
22. Installation only of metal doorframes supported by steel stud and plaster system.
23. Sheet lead where required for X-ray and/or sound attenuation in lath and plaster surfaces.
24. Building paper only when used immediately behind stucco.
25. Patching of existing in renovations only if shown on architectural drawings.
26. Any trowel or spray applied air/vapour barrier that forms part of an exterior insulating finishing system.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitations) or as specified.

1. Steel door frames for steel stud partitions.
2. Supply of access doors.
3. Backing for other sub-contractors.

LATH, PLASTER AND STUCCO SCOPE

4. Temporary heat, light, power, sanitation.
5. Hoarding.
6. Water.
7. Final cleaning.
8. Thermal insulation (except for rigid insulation where used as plaster or stucco base).
9. Exterior Gypsum sheathing.
10. Steel studs for all finish materials other than lath or plaster, including where drywall or sheathing is applied on one side only.
11. All flashings, whether prefinished or not (i.e. Parapet caps, copings, drip caps, or similar metal breakshapes or extruded products).
12. Architectural caulking, other than sound seal as noted in Included Item 15.
13. Aluminum and/or stainless steel accessories, when used as plaster/stucco trims.
14. Removal and/or demolition of existing.
15. Preformed, cast, or molded non-plaster products (e.g. “FORMGLAS” or similar non-plaster products).
16. Any kind of torched-on air/vapour barrier.
17. The supply and installation of: Compriband, Butyl membrane (Bituthane) or, Copper Fibrene.

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DRYWALL SCOPE

Revised 2005

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. All steel stud framing, 12 gauge (0.1017 inches/2.593mm/97mils) maximum thickness; except as exempted by Lath, Plaster and Stucco Scope Included Item 5, and Demountable Partitioning Scope Included Items 1 and 12.
2. Exterior gypsum sheathing.
3. "Sound" insulation to drywall partitions and drywall ceiling. (Mineral wool, fibreboard, noise-stop board, resilient sound bar, gasket and acoustical caulking.)
   a) Firestop materials are included at the perimeter of firerated drywall/steel stud assemblies where these assemblies abut dissimilar materials. This includes both vertical and/or horizontal perimeter conditions. (Note: Firestopping of any penetration of any firerated drywall assembly (wood or steel stud) is not included. This includes items such as pipe penetrations, cable trays, ductwork and electrical conduit.)
4. Installation only of access doors to drywall surfaces.
5. Metal suspension system and/or metal furring capable of supporting all appurtenances supported by ceiling for drywall or metal soffit finishes.
6. All gypsum board including joint treatment where applicable.
7. All gypsum board backing for other materials.
8. All drywall "light gauge" metal accessories (corner bead, milcor).
9. Cement aggregate panels, including joint treatment where applicable (e.g. Wonderboard, Durock).
10. All sheet lead sound baffles where ceiling system is drywall. Sheet lead where required for x-ray and/or sound attenuation in drywall partitions and drywall ceilings.
11. Fire rating to recessed fixtures in drywall ceilings only.
12. Installation of pressed steel door frames, pressed steel borrowed lights and sidelight frames; in drywall metal stud partitions.
13. Protection of other trade's work from damage by this trade.
14. Scaffolding.
15. Cleanup of this Scope's material. Scraping of mud droppings and broom clean only.
16. All P.C. sums and/or contingency funds specifically called for in the Drywall and Textured Finishes specifications.
17. Patching of existing drywall included only where specifically shown on architectural drawings.
18. Factory laminated vinyl gypsum board if there is no prefinished demountable partition system on the project to be tendered.
19. Thermal batt type insulation, polyethylene type vapour barrier, and tube type caulking; forming a part of the exterior – metal or wood – stud "wall" system.
    a) Polyethylene Type Vapour Barrier and tube type caulking at drywall ceilings where polyethylene is in direct contact with drywall.
20. The installation of foam flute fillers and foam backer rod when required with metal stud installation. The timely supply of the same to be by others.
21. Rigid and/or semi-rigid insulation complete with metal framing, when covered by drywall or cement aggregate panels (e.g. Wonderboard, Durock).
22. All interior or exterior "FORMGLAS" (or similar products), and any joint treatment where applicable.
23. Hoisting for materials and equipment.
24. The installation only of stud lock anchors, which attach to the steel stud during their erection.
25. Supply and installation of Security Mesh (up to 9 gauge) in drywall wall or ceiling assemblies.

DRYWALL SCOPE

TEXTURE

1. Sprayed texture to drywall walls and ceilings and to concrete surfaces. Included in this item are cementitious products used for stippling and acoustical cellufibre products.
2. The supply and installation of concrete seal when specified.
3. Primer coat if required with the product specified.
4. Protection of other trades work from damage by this trade.
5. Glitter, if specified.
6. Filling or caulking of joints where textured finishes are applied over precast concrete.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Furring bar and/or Z Bar for attachment of preformed metal siding, fascia or roofing (Re: Included Item 1). Any steel stud framing or furring exclusively required for the installation of metal linear 'type' ceiling systems.
2. Mineral fibre fire stop insulation or sheet metal fire stops installed at slab lines i.e. curtain wall, precast, etc. (Re: Included Item 3.a).
3. Metal suspension systems for drywall or metal soffit finishes which are included in Acoustic Tile and Suspension Systems Scope: items 9, 10, and 11 (re: Included Item 5).
4. Aluminum and/or stainless steel accessories that are not part of a demountable manufacturer's system when used as a drywall trim.
5. Thermal insulation to ceilings or attics.
6. Backing, blocking for electrical, mechanical, wall hung fixtures shelving, etc.
7. Hoarding.
8. Water.
9. Final cleaning.
10. Gypsum board when applied over a roof deck as part of the roofing system.
11. Insulation, building paper, rainscreen when applied on cavity side of wall.
12. Where the demountable scope is applicable on a project, and where one side of a wall is plain drywall with the other side of the wall being vinyl-covered drywall; the whole wall system is to be under the Demountable Partitioning Scope.
13. The supply and installation of: Compriband, Butyl Membrane (Bituthane) or, Copper Fibrene.
14. Removal and/or demolition of existing.
15. All Architectural caulking.
16. Rigid insulation; and metal framing of any type used in conjunction with rigid insulation, except as noted in Included Item 21.
17. The sorting and loading (to their respective floor) of all pressed steel frames, including the removal of temporary spreaders.
18. Insulation and vapour barrier including caulking, where shown to wood framed parapet walls, grade beams, and/or pony walls not sheathed with drywall.
19. Poly and/or plastic vapour hats.
20. Repair of concrete defects; air holes larger than 3/8 inch, concrete ridges, and concrete voids larger than 3/8 inch.
21. Supply and installation of Acoustic Ceiling Grid when used as trim for Radiant Panels and/or lights in drywall assemblies.

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DEMOUNTABLE PARTITIONING SCOPE

Revised 2007

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

DEFINITION: Demountable – readily dismounted and re-erected using prefinished component parts.

INCLUDED:

1. Steel Stud framing for demountable partitions.
2. All prefinished components and accessories for demountable partitions, including aluminum and plastic frames, battens, base, and ceiling trim which are part of the demountable manufacturer's system (e.g. Westroc, Idar, Partition Systems Inc.).
3. Aluminum door and window frames for use in demountable partitions.
4. Sound insulation for demountable partitions.
5. Supply and installation of glass in aluminum frames which is incorporated in Demountable partition system.
6. All contingency funds called for in prefinished demountable partitions specifications.
7. Shop drawings if required.
8. Scaffolding for partition work.
9. Clean up.
10. Where matching perimeter prefinished panels and/or trims are specified on a project, this will be supplied and installed by the demountable contractor.
11. Sheet lead where required for X-ray or sound attenuation in demountable partitions.
12. Where Demountable Partitioning Scope is specified on a project and where one side of the wall is plain drywall, the whole wall system is to be under this scope.
13. Protection of other trades work from damage by this trade.
14. Hoisting for materials and equipment.
15. Installation of hollow metal frames in Demountable Partitions.
16. Demolition to be included only if the existing demountable partitions are to be reused.
17. Supply and installation of Acoustic Rated Units where they form an integral part of the Demountable Partition System (e.g. Soundsoak, Tectum, Sonotrol.).
18. Supply only of strikes (complete with strike plate screws and dust box), and supply of butt hinge screws, as supplied by the Demountable Partition Manufacturer.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Staining, varnishing or painting of doors and metal frames.
2. Folding partitions, operable walls and moveable acoustical screens.
3. All gypsum board application requiring taping and filling on the jobsite except as noted in Included Item 12.
4. Backing and supports for other trades.
5. Temporary heat, light, power and sanitation.
6. Chalkboards, tackboards, display cabinets, chair-rails, handrails, and any prefinished millwork items.
7. Final cleaning.

DEMOUNTABLE PARTITIONING SCOPE

Page 2 of 2

8. Supply and installation of all doors and hardware.
9. Supply of hollow metal frames or lights and the sorting and loading of hollow pressed steel door and/or window frames.
10. Supply and installation of glass in hollow metal frames.
11. Backing and preparation of aluminum frames to receive hardware.
12. Rubber base.

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TILE, TERRAZZO, MARBLE AND GRANITE SCOPE

Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

1. The laying, cutting or setting and sealing of all tile where used for floors, bases, walls, ceilings, walks, promenade roofs, exterior veneers, stair treads, stair risers, facings, hearths, fireplaces, and decorative inserts, together with any marble plinths, thresholds or window stools used in connection with any tile work.
2. The application of a coat or coats of cement mortar, prepared to proper tolerance to receive tile on floors, walls and ceilings regardless of whether the cement mortar coat is wet or dry at the time the tile is applied to it.
3. The setting of all tile by the adhesive method with organic and/or inorganic thin bed bonding materials where such bonding materials is applied to the backing surface and/or the backing of tile units or sheets of tile.
4. The setting of tile as herein provided shall include the insertion of decorative tile inserts in other materials.
5. The setting, sealing and installation of prefabricated tile systems.
6. "TILE" as herein defined as the following products, which are not to exceed 39.7mm in thickness.
   a) All burned clay products (includes pavers) either glazed or unglazed, as used in the tile industry.
   b) All composition materials, marble tiles, terrazzo tiles, glass mosaics and all substitute materials for tile made in tile-like units.
   c) All mixtures in tile-like form of cement, metals and other materials, that are made for and intended for use as a finished floor surface, stair treads, stair risers, stair base and stringer, promenade roofs, walks, walls, ceilings, swimming pools and all places where tile is used to form a finished interior or exterior surface for practical use, sanitary finish or decorative purposes (excludes resilient floor coverings, acoustic or ceiling tile.).
7. SLATE, where used as above in place of TILE and 39.7mm thick and under.
8. TERRAZZO, where used as a finish for walls, floors, bases, curbs, stair tread, stair risers, stair base and stair stringer, which is poured in place, contains an aggregate which is to be ground.
9. MARBLE, GRANITE, SLATE, or PRECAST TERRAZA, where used as a floor or wall finish, interior or exterior, same as TILE and where same is 39.7mm thick or under, regardless of size or shape.
10. Brick and Tile Pavers regardless of thickness.

INCLUDED:

1. Caulking between individual tiles, or marble, granite, slate or precast terrazzo panels.
2. Hoisting.
3. Supply of non-slip tile or tile nosings for poured concrete stairs.
4. Cleaning to installed products (i.e. acid cleaning), and sealant if specified.
5. Scratch coat for ceramic tile.
6. All P.C. sums and/or contingency funds specifically called for in the Tile, Terrazzo, Marble and Granite specifications.
7. Clean up.
8. Protection of other trades work from damage by this trade.
9. Guarantee.
10. Inspection.
11. Shop drawings.
12. Scaffolding.
13. Testing.

TILE, TERRAZZO, MARBLE AND GRANITE SCOPE

14. Demolition – If existing surface is to be reused in the new work, this trade will be responsible for removal of existing flooring to be reused and cleaning of sub-floor for same.
15. Waterproof Membranes – When system specified is an integral part of the mortar system specified; i.e. – when the waterproof membrane is manufactured and distributed by the mortar manufacturer. Example: Laticrete waterproof membrane and Laticrete Thinset Mortar System.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water.
3. Hoarding.
4. Final cleaning.
5. Expansion joints (trade names only), and caulking of same.
6. Continuous metal supporting angles, metal slots, boxes or anchorage's which are built into the structural wall.
7. Wood grounds.
8. Metal lath.
9. Lead pans, waterproof membranes for wet areas, waterproofing and testing of pools, showers, etc.
10. Miscellaneous iron work and manufactured specialty items, mat '1234 frames.
11. Demolition – Removal of existing flooring and cleaning of sub-floor when existing flooring is not being reused in the work.
12. Concrete pavers or paving stones.

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SEAMLESS FLOORING SCOPE

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Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

MATERIAL CLASSIFICATIONS

Flake or granular system with polyurethane or epoxy binders, elastomeric flooring materials, and other products approved as an equal by the architect.

INCLUDED:

1. The above material when it is applied to:
   a) Floors.
   b) Bases (not to exceed 305mm in height).
   c) Walls where the above materials are specified.
   d) Curbs.
   e) Treads, risers, stair base and stringers.
   f) Waterproof membranes installed under any of the above-specified materials.
2. Temporary ventilation during application.
3. All P.C. sums and/or contingency funds specifically called for in the Seamless Flooring specifications.
4. Clean up and sealant as specified.
5. Protection of other trades work from damage by this trade.
6. Hoisting.
7. Guarantee.
8. Inspection.
9. Shop drawings.
10. Scaffolding.
11. Testing.
12. Any painting of lines or markings on the above products.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Hoarding.
3. Water.
4. Final cleaning.
5. Manufactured accessories, i.e. rubber, vinyl, wood, terrazzo base, stair treads, stringers and risers.
6. Finishing of surfaces to receive seamless flooring.
7. Expansion joints (trade names only), and caulking of it.
8. Demolition – Removal of existing flooring and cleaning of sub-floor when existing flooring is not being reused in the new work.

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ACOUSTIC TILE AND SUSPENSION SYSTEMS SCOPE

Revised 2003

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Acoustical
   a) Tile
   b) Lay-in panels for use in T-Bar
   c) Batts – over ceiling high partitions for sound attenuation purposes (laid on ceiling).
2. Acoustical adhesives, staples, nails and screws for acoustical tile.
3. Premanufactured individual acoustically rated units applied to surfaces prepared by others (e.g. Tectum, Soundsoak, Sonotrol and Geocoustic).
4. Fire protection to recessed fixtures in time-rated acoustical ceilings as required to meet any specified time rating.
5. Inserts and hangers – capable of supporting acoustic ceiling and all light fixtures supported by ceiling. Supports for mechanical equipment and folding doors by others.
6. Perforated lay-in panels where used with acoustic absorption behind.
7. Sound attenuation baffles, i.e. lead shield (except those made of lath and plaster, drywall and steel studs or rigid insulation).
8. Luminous and translucent ceilings including suspension system, reflective foil and backing if specified, (i.e. leaf-type reflectors, eggcrate and translucent panels).
9. **SYSTEMS:**
   a) Exposed grid – standard and firerated
   b) Perforated metal pan and suspension
   c) Concealed or semi-concealed
   d) Integrated ceiling systems, **NOTE**: The supply and installation of all fixtures, ballasts, lamps and lenses for use in an integrated ceiling will remain under the electrical scope (see Electrical Scope Included Item 45). **NOTE:** Supply and installation of mechanical boots and deflectors for use in an **"**integrated**"** ceiling will be by the Acoustics Trade.
   e) Linear metal ceilings complete with acoustic overlays where applicable.
10. Vinyl covered gypsum panels when used in suspended T-Bar ceilings.
11. Gypsum drywall panels where used in suspended T-Bar ceilings. (Painting of panels by others.)
12. Guarantee – One-year labour and materials from date of completion unless otherwise shown in specification.
13. Scaffolding for acoustical work.
14. Clean up for acoustic work.
15. Patching of existing acoustic tile and suspension system included where specifically shown on architectural drawings
16. Any steel stud framing or furring exclusively required for the installation of "Metal Linear" type ceilings.
17. Hoisting for materials and equipment.
18. Removal of existing acoustic tile and suspension system where the existing ceiling materials are being re-used in the new construction.

ACOUSTIC TILE AND SUSPENSION SYSTEMS SCOPE

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Acoustical plaster.
2. Caulking.
3. Gypsum backing for acoustical work.
4. Gypsum board and furring system when gypsum board is taped and filled for painting.
5. Sprayed acoustical materials.
6. Wood grounds.
7. Temporary heat, light, power and sanitation.
8. Hoarding.
9. Water.
10. Return air diffusers of any type.
11. Supply and installation of acoustic rated units where they are an integral part of demountable partition. (This will be included in Demountable Partitioning Scope – e.g. Soundsoak, Sonotrol and Tectum.)
12. Final cleaning.
13. Any drywall work above ceilings (e.g. for attenuation purposes).
14. Light fixture diffusers.
15. Thermal insulation of any kind.
16. Supply and installation of Acoustic Ceiling Grid when used as trim for radiant panels and/or lights in drywall assemblies.
17. Additional wires, chains, hangers and/or inserts required for support of radiant panels or electrical fixtures.

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RESILIENT FLOOR COVERINGS SCOPE

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Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. Vinyl Composition, rubber, vinyl, linoleum, cork, vinyl cork and polyvinyl chloride, tiles.
2. Vinyl, rubber, linoleum and polyvinyl chloride sheet goods as used for floor coverings.
3. Vinyl conductive flooring.
4. All rubber and vinyl base, coved and flat accessories. (Including to demountable partitions.)
5. Vinyl, rubber, linoleum and polyvinyl chloride sheet goods as used for floor coverings.
6. Rubber sheet risers and strings or skirting.
7. Vinyl, rubber nosings and metal when with resilient.
8. Vinyl or rubber runners.
9. Sheet vinyl, linoleum and polyvinyl chloride (as used for floors) on counter tops, windowsills and walls.
10. Asphalt Plank Flooring.
11. Primers.
12. Adhesives.
13. Cleaning, waxing and buffing as per manufacturers' recommendations and as specified.
14. All P.C. sums and/or contingency funds specifically called for in the Resilient Floor Coverings specifications.
15. Clean up.
16. Protection of other trades work from damage by this trade.
17. Guarantees.
18. Inspection – require flooring contractors to inspect sub-floor so they meet architectural tolerance.
19. Shop drawings.
20. Hoisting.
21. Scaffolding.
22. Testing.
23. All game lines and markings whether cut-in, made of, or painted on, materials as listed in above Scope 1-9 inclusive.
24. Demolition – if existing flooring is to be reused in the new work this trade will be responsible for removal of existing flooring to be reused and cleaning of sub-floor for same.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Base which forms part of the demountable partitions manufacturers' system.
2. Temporary heat, light, power, sanitation.
3. Water.
4. Hoarding.
5. Final cleaning.
6. All mats.
7. Demolition – removal of existing flooring and cleaning of sub-floor when existing flooring is not being reused in the new work.
8. Rubber base when used in conjunction with carpeting.

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CARPETING SCOPE

Page 1 of 1
Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

1. All carpets including, but not limited to:
   a) Carpets for tacked installation
   b) Carpets for tackless installation
   c) Carpets for indoor-outdoor use
   d) Carpets for wall installation
   e) Carpets for base of windows and display areas
   f) Carpet tiles for floors, walls and ceilings
   g) Carpets for ceilings.
2. Mats and runners of carpet material.
3. Carpet underlay or cushion.
4. Carpet base and base cap, excluding metal capping, incorporated in wall structure.
5. Binder bars.
6. Reducing strips.
7. Nosings – other than wood or metal.
8. Primers and adhesive with application.
9. Initial cleaning after installation.
10. Seaming diagram.
11. Hoisting.
12. All P.C. sums and/or contingency funds specifically called for in the Carpeting specifications.
13. Clean up.
14. Protection of other trades work from damage by this trade.
15. Guarantee.
16. Inspection – require flooring contractors to inspect sub-floor so they meet architectural tolerance.
17. Shop drawings.
18. Scaffolding.
19. Testing.
20. Demolition – If existing flooring is to be reused in the new work this trade will be responsible for removal of existing flooring to be reused and cleaning of sub-floor for same.
21. Rubber base when used in conjunction with carpeting. (Including to demountable partitions).

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation.
2. Water
3. Hoarding.
4. Final cleaning
5. Demolition – Removal of existing flooring and cleaning of sub-floor when existing flooring is not being reused in the new work.
6. Base which forms part of the demountable partitions manufacturers' system.

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PAINTING SCOPE

Page 1 of 2
Revised 2012

This contractor shall include the following items regarding of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

1. General

   Includes the application and/or removal of protective and/or decorative coatings except those covered under Special Wall Coatings Scope.

2. Application of Coatings of:

   a) Paints
   b) Stains
   c) Varnishes
   d) Lacquers
   e) Emulsions
   f) Bituminous coatings except when used for damp-proofing, roofing membranes, vapour barriers, and when used as part of a system (e.g. mechanical insulation)
   g) Plastics (which are applied in same manner as paints)
   h) Mastics (which are applied in same manner as paints)
   i) Hypalon (which are applied in same manner as paints)
   j) *Number not used.*
   k) Epoxy paints

3. Application, using pastes or adhesives of:

   a) Paper
   b) Cottons
   c) Muslin
   d) Burlaps
   e) Damasks
   f) Grass cloth
   g) Vinyl wall fabrics
   h) Cambric back wood veneers
   i) Paper back metal foils.

INCLUDED:

4. Clean up.
5. Protection of other trades work from damage by this trade.
6. Guarantee.
7. Inspection.
8. Shop drawings.
9. Scaffolding.
10. Hoisting.
11. All contingency funds specifically called for in the specifications.
12. Painting of:

    a) Site paving lines, curbs, directional symbols.
    b) Site hoarding, barriers.
    c) On site mechanical and electrical items which are specified to be painted.
    d) Painted graphics and super-graphics.
    e) Patch and repair of minor imperfections in existing painted surfaces (i.e. cracks, peeled paint, small dents, holes, etc.).

PAINTING SCOPE

f) Painted lines, markers, borders on finished concrete floors, excluding resilient and hardwood floors.
g) Signage painted on walls and doors.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Temporary heat, light, power, sanitation
2. Water.
3. Hoarding.
4. Final cleaning.
5. Priming to miscellaneous metals and structural steel as defined in Miscellaneous Metals and Structural Steel Scopes.
6. Floor sanding and finishing on hardwood flooring.
7. Pipe identification lettering, color banding, directional markers, valve tags and glass covered color code charts and directories.
8. Shop applied finishes to casework, wood trims, wood frames and wood doors when specified under Architectural Woodwork Section (also priming and back priming to prefinished items).
9. Specified prefinished and preselected colors (such as grilles, radiation ducts or units, motors, pumps, etc.)
10. Touch up on prefinished mechanical or electrical equipment.
11. "Tambour" wall coverings.
12. Project site sign.
13. Powder coating of structural steel and miscellaneous metals.

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SPECIAL WALL COATINGS SCOPE

Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

1. PERMANENT TYPE COATING SYSTEMS having the following distinguishing characteristics:
   - a) Multi-coat system producing a finished dry film thickness of not less than 250 microns with or without
   - b) Obtaining special decorative features by incorporating rock aggregate, marble chips, coloured ceramic granules, sound absorbing particles, reinforcing fibre-glass, etc. except where walls are specified with floors and bases, and
   - c) All having published tests in reference to the following: incombustibility, chemical resistance, exceptional durability eliminating deterioration due to oxidation, moisture, and ultra violet exposure, abrasion resistance, elasticity, etc., and
   - d) Applied only by factory trained franchised applicators.
2. LISTED UNDER THIS SCOPE OF COATINGS are the following:
   - a) Epoxies – 2 components, catalyst cured, minimum of 250 microns dry film thickness exclusive of filler coats.
   - b) Vinyl acrylics – interior exterior – textured.
   - c) Neoprene – Hypalon.
   - d) Exposed aggregate coatings.
   - e) Textured coatings – Inorganic Coatings with Acoustical Properties and equal to Canadina Everguard Acostek and Desco Acousticote.
   - f) Clear, natural and pigmented sealant – where supplied only by franchise manufacturers.
   - g) Cementitious coatings where supplied only by franchise manufacturers.
   - h) Temporary ventilation for application of product.

ALSO INCLUDED:

3. Trade clean up.
4. Protection of other trades work from damage by this trade.
5. Guarantee.
6. Inspection.
7. Shop drawings.
8. Scaffolding.
9. Hoisting.
10. All P.C. sums and/or contingency funds specifically called for in the Special Wall Coatings specification.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Excluded from the above are all paint products generally sold over the counter and applied by the purchaser.
2. Temporary heat, light, power, sanitation.
3. Water.
4. Hoarding.
5. Final cleaning.

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ELEVATORS SCOPE

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Revised 2001

This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

The supply and installation of:

1. Electric Elevators.
2. Hydraulic elevators.
3. Parking garage hoists.
4. Speedramps.

And they shall include the supply and installation of all:

1. Elevator entrances.
2. Elevator doors and sills.
3. Door operating equipment.
4.
   a) Electrical wiring and conduit from all controllers to signals and operating circuits.
   b) Supply and installation of remote panels and systems including wiring between elevator and remote panels and systems.

   NOTE: All fixed conduits and fittings between elevator and remote panels and systems by others, if detailed on drawings as per Excluded Item 14 following.
5. Piping incidental to hydraulic elevators.
6. All components including incidental items required for a complete installation.
7. Demolition and removal of existing elevators in buildings where elevators will be installed. (Modernization and additions and changes to existing buildings.)
8. All licenses.
9. Hoisting of elevator equipment.
10. Protection of other trades work from damage by this trade.
11. Guarantee.
12. Inspection.
13. Shop drawings.
14. All P.C. Sums and/or contingency funds specifically called for in the Elevators specifications.
15. Scaffold.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Providing the hoistway structure including supports for both guide rails and machine beams.
2. Providing the pit and machine room including proper heating, lighting and drainage.
3. Access doors and frames to elevator shafts and machine rooms.

ELEVATORS SCOPE

Page 2 of 2

4. Provide adequate power to controllers.
5. Providing ventilation of pit, hoistway and machine room.
6. Hoisting beams and divider beams.
7. Temporary heat, light, power, sanitation.
8. Water.
9. Hoarding.
10. Final cleaning.
11. Drilling and casing plunger hole for hydraulic elevators unless the piling trade does not form part of the project.
12. All cutting, patching and grouting as required.
13. Lintels over door frames.
14. All fixed conduits and fittings between elevators and remote panels and systems, if detailed on electrical drawings.

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ESCALATORS SCOPE

Page 1 of 1
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This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

The supply and installation of:

1. Al components including incidental items required for a complete installation.
2. Electrical wiring and conduit from all controllers to signals and operating circuits.
3. All licenses.
4. Hoisting or escalator equipment.
5. Clean up.
6. Protection of other trades work from damage by this trade.
7. Guarantee.
8. Inspection.
9. Shop drawings.
10. All P.C. sums and/or contingency funds specifically called for in the Escalators specifications.
11. Scaffolding.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Providing adequate power to controllers.
2. Temporary heat, light, power, sanitation.
3. Water.
4. Hoarding.
5. Final cleaning.
6. Provide wellway with proper supports including bearing plates as required.
7. All cutting, patching and grouting as required.
8. Provide exterior finishes.
9. Provide heat and ventilation as required

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DUMBWAITERS SCOPE

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This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

The supply and installation of:

1. All components including incidental items required for a complete installation.
2. Electrical wiring and conduit from all controllers to signals and operating circuits.
3. All licenses.
4. Hoisting of dumbwaiter equipment.
5. Clean up.
6. Protection of other trade work from damage by this trade.
7. Guarantee.
8. Inspection.
9. Shop drawings.
10. All P.C. sums and/or contingency funds specifically called for in the Dumbwaiters specifications.
11. Scaffolding.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Providing adequate power to controllers.
2. Temporary heat, light, power, sanitation.
3. Water.
4. Hoarding.
5. Final cleaning.
6. Provide the hoistway structure including supports for both guide rails and machine beams.
7. Providing the pit and machine room including proper heating, lighting and drainage.
8. All cutting, patching and grouting.

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MOVING WALKWAYS SCOPE

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This contractor shall include the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope.

INCLUDED:

The supply and installation of:

1. All components including incidental items required for a complete installation.
2. Electrical wiring and conduit from all controllers.
3. All licences.
4. Hoisting of walkway equipment.
5. Clean up.
6. Protection of other trades work from damage by this trade.
7. Guarantee.
8. Inspection.
9. Shop drawings.
10. All P.C. sums and/or contingency funds specifically called for in the Moving Walkways specification.
11. Scaffolding.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Providing adequate power to controllers.
2. Hoarding.
3. Temporary heat, light, power, sanitation.
4. Water.
5. Final cleaning.
6. Provide wellway with proper supports including bearing plates as required.
7. All cutting, patching and grouting as required.
8. Provide exterior finishes.
9. Provide heat and ventilation as required.

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MECHANICAL SCOPE

All bidders shall include a complete mechanical installation in accordance with plans, specifications, issued addenda and Saskatchewan Bid Depository Incorporated Rules and Regulations.

The format under this Division (Item of Scope) is based on the premise that the mechanical Tender normally includes the basic categories of Plumbing, Heating, Ventilation and Sheet Metal, Refrigeration, Automatic Temperature Controls, Sprinklers, Incinerators, Insulation and all the standard items commonly associated with the above categories which are normally laid out in the Drawings and Specifications. The purpose of this definition lists items which will serve to identify, but not limit, areas or items of particular concern in an attempt to clarify the work forming part of the mechanical tender.

DEFINITIONS: This Trade Definition consists of three sections as follows:

Section 1. Items common to more than one section of the Mechanical Scope.

Section 2. Items specific to the plumbing portion of the Mechanical Scope.

Section 3. Items specific to the HVAC portion of the Mechanical Scope.

Where equipment is not supplied by the mechanical trade, mechanical services are to be roughed in only as shown on tender documents. Suppliers of specialty items, cabinets or equipment if other than the mechanical trade, will be responsible for any alterations of service required, if these differ from the tender documents.

PACKAGED EQUIPMENT NOTE #1

Prewired factory-packaged equipment, so specified under the Mechanical Scope, shall mean equipment in a completely electrically operable state after one final connection of power wiring and remote control connections if specified. (See related item - General Mechanical Terms - inclusion #30.)

AUTOMATIC TEMPERATURE CONTROLS NOTE #2

Automatic temperature controls shall mean controls, which must:

1. Be intended for equipment whose main purpose is to affect the temperatures, humidity or pressures within a building, and
2. Produce these changes automatically, and
3. Include all items in the Automatic Temperature Control Scope.

Provided, however, that if the controls directly switch the power lines to the equipment, the wiring of such controls to remain the responsibility of the electrical contractor.

SUB TRADES TO THE MECHANICAL CONTRACTOR

a) Automatic Temperature Controls (through Bid Depository as per sub-sub regulations).

b) Insulation (through Bid Depository as per sub-sub regulations).

c) Sprinklers (through Bid Depository as per sub-sub regulations).

d) Incinerators and chimneys fabricated or constructed on site.

Each tender in each section shall include and exclude applicable items, regardless of where they may appear in the tender document, unless specifically noted otherwise in this Scope.

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MECHANICAL SCOPE

SECTION 1 - GENERAL MECHANICAL TERMS

INCLUDED:

1. The mechanical contractor shall include contingency funds specifically called for in the mechanical specifications.
2. In renovated areas, capping, disconnect and removal of ALL mechanical items as defined by the Scope.
3. All services and service charges – gas, water, sewer – as levied by the town, city or Utility Company.
4. Fuel (excluding fuel for testing as per Electrical Included Item 55), fuel, water and exhaust piping and vent ducting for generator prime movers. Flex connections, valving and muffler to be supplied with units. (See Electrical Scope.)
5. Permits as required for mechanical work only.
6. Manufacturer's warranty only, beyond the normal one-year warranty.
7. Trade clean up.
8. Protection of other trades' work from damage by this trade.
9. Hoisting for materials and equipment.
10. Inspection.
11. X-rays of welded joints when required by code or specified.
12. Shop drawings.
13. Scaffolding.
14. Licenses as required for mechanical work.
15. Vibration isolation for equipment supplied by this trade.
16. Supply of floating concrete floor supports when specified or detailed on mechanical drawings. Wood; sub base and concrete work to be done by others.
17. Pipe identification lettering; color banding and directional markers, valve tags and glass covered code charts and directories.
18. Balancing of air and hydronic systems.
19. All direct reading temperature and pressure gauges connected directly to piping and duct systems.
20. Catwalks, ladders and gratings servicing mechanical equipment which are specified as part of Mechanical Equipment Package when specified or detailed on mechanical drawings.
21. All steel bases and steel supports for mechanical equipment when specified or detailed only on mechanical drawings.
22. Air compressors, vacuum pumps, regulators and accessories.
23. Anchor bolts, steel and metal frames for equipment bases when used for isolation purpose only.
24. Access panels and clean out covers (supply only). Supply and install when required in sheet metal plenums or ducts.
25. Mechanical to connect piping and ductwork only to factory built fume hoods and/or cabinets, supplied by other specification sections.
26. Coil Supports and hangers.
27. Cutting of round openings for pipe only up to 12 inches in diameter and smaller when pertaining to renovations or alterations (except sheet metal).
28. Process Instrumentation – In-line instruments and sensor wells, mechanical piping, pneumatic tubing and associated pneumatic equipment. Calibration of equipment supplied by Mechanical. Refer to Electrical Scope Included Item 30.
29. Firestopping of all kinds for mechanical systems only.
30. Variable frequency drives in packaged air handlers (as defined by package equipment note #1 under mechanical scope page 1 of 7) are supplied and installed by Division 15. All other variable frequency drives are supplied and installed by Division 16.

MECHANICAL SCOPE

31. **EXCLUDED:**

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Painting of on site mechanical items, which are specified to be painted except as noted in Inclusions.
2. Any and all portion of the building permit.
3. Cutting and patching when pertaining to renovations, alterations, or additions except cutting of round openings for pipe only up to 12" in diameter and smaller.
4. Vapour barrier and insulation not applied to mechanical systems.
5. Electric wiring except as provided herein.
6. Motor starters, disconnects, multi-speed and variable speed switches, protection switches, manual and magnetic starters, etc., without exception.
7. Plaster, caulking and grouting of all types.
8. Temporary heat, light, power, sanitation.
9. Hoarding.
10. Temporary water services or connections.
11. Final cleaning.
12. Catwalks, ladders, grating and support unless specified as part of mechanical equipment package or detailed on the mechanical drawings only.
13. Vapour barrier, insulation heat grid for recessed floor slabs under refrigerated fixtures and area.
14. Fabrication or installation of wooden frost boxes.
15. Audiometric room. Mechanical to connect services only.
16. Architectural features – special on-site glazing or caulking.
17. All appliances (e.g. refrigerators, ranges, dishwashers, clothes washer, clothes dryer).
18. Paint spray booths.
19. Welding booths.
20. Backing for mechanical equipment, rough bucks and installation of same. Location only by mechanical.
21. Cutting of all holes for mechanical components into millwork items.
22. Sleeving and rough bucking for 150mm or larger openings. Location only by mechanical.
23. All cast in place concrete, including rebar, formwork, void forms and granular fill (except as noted in Section 2 - Plumbing Included Item 3).
24. Flashing gum pots, roof curbs and related water proofing except counter flashings, lead flashings for roof drains, floor drains and vents that apply to this trade scope. Roof curbs unless specified with Mechanical equipment.

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MECHANICAL SCOPE

SECTON 2 - PLUMBING ITEMS

All plumbing systems, including fixtures, hot water heaters, water conditioning equipment, sewage pumps, sewage ejectors, sump pumps, circulating pumps, and drainage products.

1. All yard and storm drainage, including sanitary and storm sewers, precast manholes, and water services except culverts for yard drainage.
2. Non-electrical smoke detection systems, Fire Hose Cabinets, hosereels, all types of portable fire extinguishers, and hose cabinet tubs for modular units.
3. Excavation – the mechanical contractor shall be responsible for all excavating and backfill and compaction (with-in the confines of the mechanical trench or excavation) to facilitate the installation of his work, including shoring, pumping, bedding, tamping and disposal of surplus excavated material. Repair surface conditions of excavated areas to pre-excavation standard.
4. Drymop systems and central vacuum cleaning systems.
5. Medical gas systems, piping and permanently connected equipment.
6. Piping and connections only to automotive hoists.
7. Mechanical to connect services only to medical and mortuary equipment such as sterilizers, autopsy tables.
8. Water treatment and all associated piping, meters, tanks, pumps, filters, softeners.
9. Prefabricated septic tanks of all types, also supply and install fittings and piping for those poured in place.
10. Cast iron catch basin and manhole covers, trade name gratings, sump frames and covers when specified or detailed on mechanical drawings.
11. Weeping tile for sewage disposal systems only.
12. Leeching lines for sewage disposal systems (including backfill of gravel, straw and loan to provide a complete installation for field) to finish grade.
13. Flashings for roof drains, floor drains and vents.
14. Soap dispensing systems complete with piping tanks.
15. Laboratory sinks, faucets and gas outlets where specified in Division 15.
16. Factor shower cabinets or surrounds complete with manufactured receptors and curtain rods or doors.
17. Supply and installation of preformed counter and vanity tops incorporating molded sinks, hand basins.
18. Molded tubs.
19. Vitrified pipe.
20. Refrigeration compressors, liquid receivers, thermal expansion valves, refrigeration piping, related refrigeration controls, direct expansion refrigeration coils in built up or add on systems, direct expansion fan coil units.
21. Evaporative condensers complete with interconnection refrigeration piping.
22. Air-cooled condensers complete with interconnecting refrigeration piping.
23. Water-cooled condensers complete with field installed interconnecting refrigeration piping.
24. Refrigeration chillers, liquid and air condensing complete with interconnection refrigeration on piping.
25. Prefabricated walk-in coolers and freezers and/or associated refrigeration equipment when specified in Division 15.
26. Whirlpool and therapeutic baths including chair lifts unless specified as owner supplied. Installation included in all cases.
27. Manufactured sumps complete with pumps (NEW).

MECHANICAL SCOPE

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Washroom accessories.
2. Shower curtains.
3. *Number not used.*
4. Prefabricated coolers and freezers and associated refrigeration equipment when not part of Mechanical Scope as outlined in Included Item 25.
5. Excavation, backfill, compaction or disposal of surplus excavated material except as provided for in Included Item 3.
6. Culvert sump pits, precast sum pits and precast interceptor pits.
7. Unit kitchens, mini-prep units, nourishment tables, combining sinks, refrigerators, ranges, etc. – mechanical to connect services only.
8. All modular unit components. (Refer to Included Item 2.)
9. Caulking of all plumbing fixtures supplied under Mechanical Scope.

SECTION 3 – HVAC

All heating, air conditioning, ventilation systems, piping, equipment and components, including all propeller type fans and all heat reclaim systems.

1. Sheet metal and non-metallic air handling ductwork of all types including hangers and supports except concrete masonry and drywall construction shafts or tunnels.
2. All wet and dry type solar heating and air conditioning systems complete with associated accessories (not including controls).
3. Solar energy systems prefabricated and pre-engineered components for the collection and storage of solar energy for the purpose of conversion to mechanical energy – includes collectors, collector components and packaged solar systems.
4. Fuel tanks for power plant equipment complete with Dispensing Units and Piping.
5. Lubrication equipment, fuel and oil storage tanks complete with dispensing units, piping and monitoring wiring.
6. Dust or material collector systems complete with all associated equipment and accessories.
7. Carbon monoxide exhaust systems complete with all associated equipment and accessories.
8. Steel chimneys for all equipment, 3.5mm or lighter, types A, B and C not factory lined.
9. Forced and induced draft fans of all descriptions except when in conjunction with incinerators.
10. Top outlets and bottom inlet grilles for wall fin radiation, induction units and cabinet heaters, installed in architectural cabinets including extension collars excluding wood manufactured grilles.
11. Humidifiers.
12. Induction units.
13. Manually operated balancing dampers.
14. Installation only of motorized dampers.
15. Fire dampers.
16. Plenums and casings.
17. Air ducts, silencers and other special types of sound insulated air ducts.

MECHANICAL SCOPE

18. Flexible type air ducts.
19. Duct insulation, acoustic lining – interior.
20. Weather louvres complete with bird screen and blank-off panels, penthouses and vents where specified in Division 15.
21. Back draft dampers.
22. Gravity relief vents and intakes and roof hoods when specified or detailed on mechanical drawings.
23. Attenuator boxes, turbulators and pressure reducing valves for air supply.
24. Air Filters:
    a) Throw-away type
    b) Flat permanent type
    c) Dry pak filters
    d) Roll type filters
    e) Electronic filters
    f) Grease filters (when canopy supplied by this contractor)
    g) Filter gauges.
25. Supply air fans.
26. Return air fans, exhaust air fans and kitchen hood fans, mechanical attic or crawlspace ventilation.
27. Canopies and hoods where called for under specification Section 15. Ductless range hood requiring only electrical connections to be supplied by Electrical Trade.
28. Furnaces.
29. Fire Places and Wood Burning Stoves.
30. Duct Furnaces.
31. Indirect fired self-contained heating and/or cooling units.
32. Registers, grilles, diffusers and supply only of door grilles.
33. Air troffer boots except where part of an integrated ceiling and specified as by ceiling contractor.
34. Direct fired make-up air units.
35. Terminal reheat boxes with coils or electric element.
36. Sanitary napkin incinerator units and vents.
37. Air curtains.
38. Electric Duct heaters.
39. Self-contained gas fired classroom heating and ventilating units complete with all shelving, counters and accessories.
40. Metal cladding heavier than 1.6mm for exposed stack complete with installation.
41. Garbage and linen chutes of metal construction.
42. Manual smoke dampers.
43. Counter flashing that pertains to this trade Scope.
44. Spray eliminator units.
45. Unit heater gas fired.
46. Air washers.
47. Heat pumps of every type – water or air-cooled.
48. Any electric heating units requiring duct or piping connections.
49. Electric heating boilers and electric furnaces (excluding wiring).
50. Absorption and centrifugal chillers.

MECHANICAL SCOPE

51. Packaged and self-contained water-cooled air conditioning units.
52. Packaged self-contained air-cooled air conditioning units.
53. Packaged self-contained integral D.X. fan coil compressor section for use condensing section.
54. Refrigerated dew point controlled units (Environment Chambers where specified in Division 15).
55. Refrigerated room (window or wall type) air conditioners.
56. Refrigeration controls, cooling only (excluding wiring) (when not specified under Automatic Controls) for equipment under Mechanical Scope.
57. Supply and installation of evaporative cooling towers, condenser water pumps, tanks and piping when part of a refrigeration system for an ice area or ice making plant.
58. Radiant hydronic ceiling panels (active or non active), accessories, surface finishes as specified.
59. Propeller ceiling fans ducted or non-ducted c/w guards if specified.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Underground concrete duct or concrete for encasing of underground ductwork.
2. Cutting in and installation of door grilles.
3. Ductless range hoods.
4. Fireplace accessories to include shovels, brushes, poker, hearths, and mantels which do not form a part of a packaged unit.
5. Architectural louvers when no duct connected to them unless specified in Division 15.

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AUTOMATIC TEMPERATURE CONTROLS SCOPE

Revised 2006

SUB TO MECHANICAL THROUGH BID DEPOSITORY

The control contractor shall include a complete control installation in accordance with plans, specifications, issued addenda and the Saskatchewan Bid Depository Rule and Regulations.

NOTE #1
Prewired factory-packaged equipment, so specified under the Mechanical Scope, shall mean equipment in a completely electrically operable state after one final connection of power wiring and remote control connections if specified.

NOTE #2
Automatic temperature controls shall mean controls, which must:

1. be intended for equipment whose main purpose is to affect the temperature, humidity and pressures within a building, and
2. produce these changes automatically, and
3. include all items in the Automatic Temperature Controls Scope.

Provided, however, that the controls do not directly switch the power lines to the equipment; the wiring of such controls to remain the responsibility of the electrical contractor.

They shall **INCLUDE** the following items regardless of where they appear in the tender documents unless specifically noted otherwise in this scope:

1. Environmental Control
   - 1.1 Heating controls.
   - 1.2 Ventilation controls.
   - 1.3 Cooling controls.
   - 1.4 Humidification controls.
   - 1.5 Air conditioning controls.
   - 1.6 Refrigeration controls, (devices used to automatic system stop start only.).
   - 1.7 Boiler controls (not specified as part of prewired package boiler).
   - 1.8 Motorized dampers – supplied to job site for distribution and installation by others.
   - 1.9 Controls compressor complete with accessories and isolation.
   - 1.10 Remote reading gauges, transmitters and recorders for automatic recorders.
   - 1.11 Air flow stations (when not supplied as part of packaged equipment) - supplied to jobsite for distribution and installation by others.
   - 1.12 Combination control and balancing valves (single unit for both functions) – supplied to jobsite for distribution and installation by others.

2. Building Centralization Control
   - 2.1 Centralized temperature, humidity, pressure and flow indication and recorders.
   - 2.2 Centralizations of air conditioning, heating, ventilation, humidification and refrigeration equipment operation.

AUTOMATIC TEMPERATURE CONTROLS SCOPE

3. Building Life Safety Control and Equipment Safety Control
   - 3.1 Motorized smoke dampers.
   - 3.2 Motorized fire dampers.
   - 3.3 Firestats.
   - 3.4 Freeze protection thermostats.
   - 3.5 Shutdown safety devices forming part of the automatic temperature control.

4. General Items
   - 4.1 Hoisting for material and equipment under this section.
   - 4.2 Excavating, etc. for work under this section.
   - 4.3 Permits as required for work under this section.
   - 4.4 Inspections as required under this section.
   - 4.5 Manufacturer's warranty only, beyond the normal one-year warranty, as required under this section.
   - 4.6 Protection of other trades work from damage by this trade.
   - 4.7 Trade clean-up
   - 4.8 Electrical thermostats for equipment under Mechanical Scope intended for automatic temperature controls complete with subbases or adapter plates to mount on standard one gang electrical box. (Cover plates for electrical boxes by electrical contractor).
   - 4.9 Supply only of access doors when specifically required for access to automatic temperature control equipment only.
   - 4.10 Control wiring and/or air piping required for all automatic temperature controls supplied under the Mechanical Scope.

     They shall include the following electrical wiring:

     a) Remote thermostats and remote prewired auxiliary control panels.
     b) Boiler feedwater, low water cut-offs, highlimits, flowswitches and operating controls control wiring.
     c) The magnetic starter coil and relay coils supplied under the Electrical Scope and intended for Automatic Temperature Controls, including interlocking between starters and/or relays when controlled automatically. (Manually started control and interlock wiring by Electrical Contractor.)

   - 4.11 Orifice plates for system measurements and control.
   - 4.12 Utility Control Systems, Industrial and process control systems, oil and gas refining installation and control systems – operating and monitoring systems for water supply and waste water, includes metering and sensing devices, where specified in Division 15.

AUTOMATIC TEMPERATURE CONTROLS SCOPE

They shall **EXCLUDE** the following items regardless of where they appear in the Tender Documents:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Motorized dampers – when specified as integral part of packaged equipment.
2. Automatic temperature controls – when specified as integral part of packaged equipment.
3. Temporary heat, light, power, sanitation.
4. Hoarding.
5. Water.
6. Final Cleaning.
7. Electrical wiring for controls, which directly switch the power line to the equipment ("Directly" shall mean not through magnetic coil).
8. Power wiring as outlined in Electrical Scope Included Item 57.
9. Control power supply outlets as outlined in Electrical Scope Included Item 18.
10. Fire alarm fan shutdown relays and wiring.

The following items will be **INCLUDED** by the mechanical Contractor:

1. All direct reading thermometers and pressure gauges for the heating and cooling systems.
2. Self-contained radiator control valves.
3. Self-contained control valves, domestic hot water control.
4. Self-contained filter gauges.
5. Liquid level controls for sumps, condensate pumps, cooling towers, and fuel storage tanks.
6. Thermostats not directly involving automatic temperature controls systems.

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INSULATION SCOPE

SUB TO MECHANICAL THROUGH BID DEPOSITORY

This tender shall include a complete installation as per plans, specifications, issued addenda and the Saskatchewan Bid Depository Rules and Regulations.

They shall **INCLUDE** the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in Scope:

1. The insulation for:
   a) Plumbing piping, vessels and equipment.
   b) Heating piping, vessels and equipment.
   c) Cooling piping, vessels and equipment.
   d) Refrigeration vessels and equipment.
   e) Breeching, stacks and furnace flues.
   f) Emergency generator exhausts.
   g) Pneumatic tubing.
   h) Exterior insulation for incinerator breeching or stacks.
   i) Exterior duct insulation, including exterior sound insulation (e.g. Bary-Fol).
2. Insulation finishes and weatherproofing.
3. Underground insulation conduits.
4. Hoisting for materials and equipment under this section.
5. Permits as required under this section.
6. Inspection as required under this section.
7. Manufacturer's warranty only, beyond the normal one-year warranty as required under this section.
8. Protection of other trade's work from damage by this trade.
9. Trade clean up.
10. Insulation above radiant ceiling panels (active or non active).

They shall **EXCLUDE** the following regardless of where they may appear in the tender documents:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Pipe covering protection saddles and shields.
2. Vibration and sound absorption pads and isolators.
3. Equipment backing.
4. Sleeves.
5. Factory insulation equipment.
6. Refactory linings.
7. Temporary heat, light, power, sanitation.
8. Hoarding.
9. Water.
10. Final cleaning.
11. Duct liner and acoustic insulation.
12. Fiberglass formed ductwork.
13. Refrigerated piping when it is elastomeric insulation only.

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SPRINKLERS (FIRE PROTECTION) SCOPE

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SUB TO MECHANICAL THROUGH BID DEPOSITORY

This tender shall include labour and materials to provide a fully operational sprinkler system as per plans, specifications, issued addenda and the Saskatchewan Bid Depository Rules and Regulations.

They shall **INCLUDE** the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope:

1. Wet and dry sprinkler systems complete with fire curtains and alarm devices.
2. C02 and Halon systems. Tanks, piping and outlets.
3. Shop drawings approved by the insurance authority or other authority having jurisdiction.
4. Start at flanged connection at meter location or point of entry of water service into building.
5. Hoisting for materials and equipment under this Section.
6. Excavating, etc. for work under this Section.
7. Permits as required under this Section.
8. Manufacturer's warranty only, beyond the normal one-year warranty as required under this Section.
9. Protection of other trades work from damage by this trade.
10. Trade clean up.
11. Wet and dry stand pipes complete with siamese connections and all connected hand hose cabinets and equipment, including portable hand extinguishers, where an automatic sprinkler system is specified as part of the project.

They shall **EXCLUDE** the following:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Water service from source to meter location (mechanical contractor or supply-flanged connection).
2. Wet and dry pipe standpipes complete with siamese connections and all connected hand hose cabinets and equipment including portable hand extinguishers, where an automatic sprinkler system is not specified as part of the project.
3. Temporary heat, light, sanitation and water.
4. Hoarding.
5. Final cleaning.

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INCINERATORS AND CHIMNEYS SCOPE

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FABRICATED OR CONSTRUCTED – ON SITE
SUB TO MECHANICAL

This tender shall include a complete installation as per plans, specifications, issued addenda and the Saskatchewan Bid Depository Rules and Regulations.

They shall **INCLUDE** the following items regardless of where they may appear in the tender documents unless specifically noted otherwise in this Scope:

1. Incinerators complete with burners, draft inducers, breeching and stack.
2. Refractory lined chimneys complete with flashing, storm collars, wall brackets and supports.
3. Painting with special heat resistant or prime coats if so required.
4. Thimbles for masonry chimneys – for above equipment only.
5. Hoisting for materials and equipment under this Section.
6. Excavating, etc for work under this Section.
7. Permits as required under this Section.
8. Inspection as required under this Section.
9. Manufacturer's warranty only, beyond the normal one-year warranty as required under this Section.
10. Protection of other trade's work from damage by this trade.
11. Clean up.

They shall **EXCLUDE** the following items regardless of where they appear in the tender documents:

Temporary heat, light, power (up to a maximum of 120/208 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. Final decorative paints.
2. Insulation – exterior.
3. Gas connections.
4. Temporary heat, light, power, sanitation.
5. Water.
6. Final cleaning.

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ELECTRICAL SCOPE

Revised 2010

The electrical contract will not be limited to items listed below, but will include all electrical wiring, systems and equipment except mechanical control wiring and other miscellaneous items, specifically noted as falling under other sections of scope. Generally any item that is to be installed by the electrical trade shall also be supplied by the electrical trade.

Where equipment is not supplied by the electrical trade, electrical services are to be roughed in as shown on tender documents. Suppliers of specialty items, cabinets or equipment, if other than the electrical trade, will be responsible for any alterations of services required, if these differ from the tender documents.

The electrical contractor shall include the following items regardless of where they may appear in the tender document unless specifically noted otherwise in this Scope.

INCLUDED:

1. Access panels for walls, ceilings and floors, where required for electrical requirements – to be supplied to respective trade for installation (e.g. to ceiling contractor, etc.).
2. Alarm and detection systems – for systems under the Electrical Scope.
3. Appliances, electrical – requiring a permanent electrical connection only.
4. Balancing – for systems under the Electrical Scope.
5. Batteries – for systems under the Electrical Scope.
6. Battery chargers – for systems under the Electrical Scope.
7. Burglar alarm systems.
8. Buss Duct.
9. Cables, electrical and heating.
10. Cable trays.
11. Free standing car heater posts (trade name requiring C.S.A. approval).
12. Circuit breakers – for systems under the Electrical Scope.
13. Clock systems.
14. Contactors.
15. Control consols – except for automatic temperature controls and pre-wired factory-packaged equipment.
16. Control devices – for equipment under Mechanical Scope which:
    a) constitute protective control required by the Canadian Electrical Code part 1, or
    b) manually control the equipment (push buttons, isolating switches, etc.) unless forming part of the control panels for automatic temperature controls, or unless forming part of pre-wired factory-packaged equipment.
17. Control panels – except for automatic temperature controls and pre-wired factory-packaged equipment.
18. Control power supply outlets- provided at locations shown on the electrical drawings and terminated in terminal cabinets outlet boxes. The wiring beyond control power supply shall fall under the scope of control wiring.
19. Control wiring – for equipment under the Mechanical Scope, except pre-wired factory- packaged equipment and automatic temperature controls that do not directly switch the power lines to the equipment. Control wiring shall include all necessary materials and connections, and the installations of controls that do not require mechanical connections.

    NOTE: Solenoids shall be considered controls – see Included Item 57.
20. Core drilling – for electrical, except if provided for under precast and post-tensioned slabs specifications.
21. Demolition of existing electrical installations when not covered by demolition section.

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22. Detectors – for systems under the Electrical Scope.
23. Dimming systems.
24. Distribution equipment, electrical.
25. Door surveillance systems (see also Included Item 79).
26. Doors – overhead movable wall operators complete with associated protection and control devices - electrical hook up only.
27. Drainage connections for conduit systems (excluding drain lines).
28. Ductless range hoods.
29. Electrical thermostats – except for equipment supplied under Mechanical Scope. (Thermostats supplied under Mechanical Scope, if to be installed by electrical contractor, must be complete with adapter plates or sub base to mount on standard one gang electrical outlet box.)
30. Process Instrumentation – PLC, Controllers, I/O Cabinets, and Field instruments (excluding any direct mounted in-line instruments and sensor wells). This shall include calibration, wiring, supports and installation (excluding in-line instruments, sensor wells, mechanical piping, pneumatic tubing and associated equipment). Refer to Section 1 – General Mechanical Included Item 28.
31. Emergency power and lighting systems – electrical.
32. Excavation – the electrical contractor shall be responsible for all excavating to facilitate the installation of their work unless concrete is to be cast in place. This shall include all pumping, backfilling, tamping, sand and planking where specified for the protection of the electrical installation, as well as disposal of surplus material. Repair surface conditions of excavated areas to pre-excavation standard.
33. Fastenings – (screws, bolts, hangers, straps, etc.) for electrical equipment and systems.
34. Fire alarm systems – including fire phone systems, wiring to smoke dampers and fire alarm fan-shut-down relays and wiring.
35. Floor duct systems.
36. Generators – electrical.
37. Grounding systems.
38. Hand and hair dryers, electric.
39. Heating
    a) Electric base board heating
    b) Heating cables and heating tape
    c) Electric unit heaters
    d) Electric force flow heaters (requiring only electrical connections and no ductwork or pipe connections)
    e) Any other self-contained electric heating device requiring only electrical connections and no ductwork or pipe connections
    f) Controls for above items unless forming part of automatic temperature controls under Mechanical Scope
40. Holes to be cut into floor duct systems. (Refer to Included Item 20).
41. Horns and sirens – for systems under the Electrical Scope.
42. Instrument panels – for systems under the Electrical Scope.
43. Disconnect switches.
44. Electrical outlet in laboratory casework (excluding opening) except those items included in a factory assembled casework product.

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45. Lighting fixtures:
    a) Supply and installation of all luminous elements consisting of a light source (and ballast's if required) mounted separately or as components of an overall ceiling system including fixtures, lamps and lenses for coffered ceilings.
    b) Air troffers and indoor outdoor flood lighting, to include lamps for same, lenses, globes, guards and diffusers that are part of the lighting fixtures (also support for above if detailed on electrical drawings only).
46. Lightning protection systems.
47. Luminous ceilings and light valances – supply and installation of lighting fixtures and lamps only – (ceiling complete with suspension system, luminous panels and reflective materials by others).
48. Plenum lighting – to mechanical systems other than package units, which will require a connection only.
49. Meters – for systems under the Electrical Scope.
50. Motor control centres.
51. Motor starters – all motor starters, variable frequency drives and protection switches other than those which form an integral part of a packaged air handler unit requiring an Electrical connection only. (See Note #1 - Electrical Scope page 5 of 5.)
52. Multi-speed switches – for systems under the Electrical Scope.
53. Nurse call systems and equipment, complete.
54. Operating room lights.
55. Power plant equipment (excluding fuel tanks, unless they are an integral part of the generator assembly), complete with prime mover, flex connections, valving and muffler when the major function is to drive electric generators. Enough fuel for testing purposes only. (Mechanical connections to same supplied as outlined in Section 1 – General Mechanical Included Item 4.)
56. Power supplies – for systems under the Electrical Scope.
57. Power wiring – for equipment under the Mechanical Scope, shall be included, without limiting the Scope, all necessary wiring materials and connections for motors requiring protective control by the Canadian Electrical Code (Part 1), heaters, lamps, electrostatic filters and controls that directly switch the power lines to such equipment. Wiring to solenoids shall fall in the category of control wiring – see Included Item 19.
58. Primary distribution centres.
59. Raceways – for systems under the Electrical Scope.
60. Rectifiers - for systems under the Electrical Scope.
61. Regulators – for systems under the Electrical Scope.
62. Relays – for systems under the Electrical Scope.
63. Resistors – for systems under the Electrical Scope.
64. Sauna, electrical.
65. Secondary distribution systems.
66. Send/receiving devices – for systems under the Electrical Scope.
67. Service, permanent electric.
68. Services, aerial (other than utility).
69. Signaling systems – for items under the Electrical Scope.
70. Electrical directional illuminated signs.
71. Sirens, for systems under the Electrical Scope.
72. Electric signs (signs requiring a direct electrical connection) e.g. neon, fluorescent and incandescent.

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73. Sleeves, through poured-in-place concrete and masonry where required for electrical conduit, wire or equipment.
74. Smoke detection systems, electrical, not forming part of the door control system as described in Architectural Hardware Included Item 9.
75. Snow melting cables.
76. Sprinkler Annunicator Systems, electrical.
77. Substations (electrical portion).
78. Supports – where detailed on Electrical Drawings only.
79. Surveillance systems. See also Included Item 98.
80. Switch boards.
81. Switches – all types of electrical switches for systems under the Electrical Scope except where part of the pre-wired factory packaged equipment supplied by others.
82. Telephone systems, private automatic (see also Included Item 95).
83. Temperature control system and devices for electric heating supplied by the electrical trade.
84. Thermocouple wiring and thermocouple sensor wiring except for automatic temperature controls.
85. Time recording systems, time clocks and scoreboards (electric only).
86. Timers – for systems under the Electrical Scope.
87. Transformers – for systems under the Electrical Scope.
88. Watchman's clocking equipment – for systems under the Electrical Scope.
89. Wiring devices and plates.
90. Wiring and equipment for transformer vaults.
91. Wire-branch circuits, feeders – for systems under the Electrical Scope.
92. X-ray viewers.
93. School Sound/Intercommunication systems – complete.
    – Sound, paging and music distribution systems.
94. Sound distribution systems (including masking speech privacy – systems) – complete.
95. Intercommunication systems (including private automatic telephone systems, computer cabling and data networks) – complete.
96. Electronic learning laboratories – complete.
    – Electronic learning laboratories of all types incorporating audio communications.
97. Wireless, paging and intercommunication systems – complete.
    – Pocket paging, two-way radio and intercommunication via wireless transmission.
98. Television antenna and closed circuit distribution systems (including surveillance systems) – complete.
    – Internal type.
99. Audio and video recording systems – complete.
100. Wind generators for the purpose of conversion to electrical energy (including towers and supports).
101. The electrical contractor shall include contingency funds specifically called for in the electrical specifications.
102. Firestopping of all kinds for electrical systems only.
103. Solar systems for the purpose of conversion to electrical energy.
104. Low or line voltage wiring only, for the following: central vacuum systems, dust collection systems and electrically powered plumbing fixtures.
105. The supply and installation of electric blinds and controls.

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GENERAL ITEMS:

106. Hoisting for materials and equipment.
107. Inspection, permits required for electrical work only.
108. Licenses.
109. Manufacturers warranty only – other than the normal one-year maintenance guarantee.
110. *Number not used.*
111. Protection of other trades work from damage by this trade.
112. Scaffolding.
113. Installation charge for permanent power and telephone service as levied by the Utilities when identified in Division 16 as a cost figure or P.C. sum.
114. Shop drawings – where required.
115. Trade clean-up.
116. Temporary light and power when specified in Division 16 as a completely detailed system.
117. Cutting of openings 12-inch diameter and smaller when pertaining to renovations or alterations.
118. Line voltage hook-up of overhead door and moveable wall operators and controllers.
119. Poly and/or plastic vapour hats.
120. Halon and Medical Gas Wiring.
121. Supply and install data (LAN) and voice 'premise wiring'.

EXCLUDED:

Temporary heat, light, power (up to a maximum of 120/280 volts and an adequate amperage for temporary lighting, heating and convenience outlets, sanitation) or as specified.

1. All cast-in-place, concrete rebar and forming including required excavating.
2. Control wiring for equipment under Mechanical Scope intended for automatic temperature controls.
3. Final cleaning.
4. Food service and laundry equipment unless specified in the Electrical specifications.
5. Hoarding.
6. Painting (on site).
7. Supports and guards where detailed on architectural or structural drawings.
8. Temporary heat, sanitation.
   a) Temporary light and power when not specified as per Included Item.
9. Water.
10. Wiring for electric elevators, hydraulic elevators, parking garage hoists, escalators, dumbwaiters, moving walkways, speed ramps, except as noted under Elevators and Escalators Scope.
11. Cutting and patching when pertaining to renovations, alterations, or additions except (cut only) openings 12 inch diameter and smaller.
12. Luminous ceilings, light valances and coves.
13. Car posts when part of railing, wheel stops and bumper rails.

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NOTES:

1. Pre-wired factory-packaged equipment, so specified under the mechanical Scope, shall mean equipment in a completely electrically operable state after one final connection of power wiring, and remote control connections if specified. (See related item – Electrical Scope - Inclusion #51.)
2. Automatic temperature controls shall mean controls which must:
   a) be intended for equipment whose main purpose is to affect the temperatures humidity and pressures within a building, and
   b) produce these changes automatically, and
   c) include all items in the Automatic Temperature Control Scope.

Provided however, that the controls do not directly switch the power lines to the equipment; the wiring of such controls to remain the responsibility of the electrical contractor.